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ABSTRACT

The publication is designed to serve as a reference guide to Federal recruiting literature. It contains brief descriptions of publications of 43 departments and agencies. The pamphlets and brochures listed represent the principle publications used in nationwide recruiting for college entry-level positions. The bibliography is organized alphabetically by agency. The general section at the beginning contains those publications which are interagency in nature or discuss career opportunities government-wide. Most entries include: title, date of publication, number of pages, dimensions, geographic location of positions covered, summary of contents, college majors for which brochure is applicable, and where to obtain copies. An alphabetical index of major fields of study is provided at the end of the directory listing the numbers corresponding to those publications which are particularly appropriate for that college major. Also included in the guide are: a summary of career guidance services to educational institutions, information on entry into the Federal job system, a list of Federal job information centers (addresses and telephone numbers), and a list of regional recruiting and college relations officers. (Author/MS)

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guide to federal career literature

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introduction

This directory is designed to serve as a convenient reference guide to Federal recruiting literature. It contains brief descriptions of publications of departments and agencies. The pamphlets and brochures listed represent the principal publications used in nationwide recruiting for college entry-level positions.

The bibliography is organized alphabetically by agency. The "general" section at the beginning contains those publications which are interagency in nature or discuss career opportunities Government-wide. Most entries include: Title; date of publication (when available); number of pages; dimensions; geographic location of positions covered; summary of contents; college majors for which brochure is applicable; and, where to obtain copies.

To facilitate cross-referencing, an alphabetical index of major fields of study is provided at the end of the directory. Under each heading are listed the numbers corresponding to those publications which are particularly appropriate for that college major or a pertinent specialization within that college major.

Despite periodic revisions, this listing will never be totally complete. Moreover, some of the publications listed may contain outdated information, particularly with regard to salaries, qualification requirements, and application procedures. Up-to-the-minute employment information can be obtained by contacting the Federal Job Information Center nearest you (see p. 29 for addresses and phone numbers) or the central personnel office of the agency or agencies in which you are interested.

All agencies listed operate under merit employment systems and their employees are hired strictly on the basis of their ability to do the work. Irrelevant factors, such as, race, sex, color, religion, age, or political affiliation are not considered in the process of selecting Federal employees.

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career guidance services to educational institutions

The U.S. Civil Service Commission and the Federal departments and agencies can provide to educational institutions a wide range of career guidance and related services in the general area of Federal employment information and civil service occupational composition. Although the specific nature of these services varies across the country, they fall generally within the following categories:

- **Career Information Program Assistance.** Federal agency and Commission representatives may be available as resource specialists for career days, career seminars, and similar functions. In many instances, displays can be provided, literature can be distributed, and counselors may be made available to talk with students about job opportunities for their particular major.
- **Speaker's Bureaus.** Career civil servants in a wide range of occupations can speak and meet with student groups about their missions and programs as well as discuss qualification requirements and placement opportunities in their field of endeavor.
- **Tours of Federal Installations.** Many establishments are open to tours of student and faculty groups through which interesting operations can be viewed. Briefings accompanying these tours usually include career information apropos to the function being visited.
- **Presentations to Counselor Groups.** Commission and agency representatives are available to speak or serve as resource specialists to explain the Federal employment system and discuss job opportunities in the various occupations and career fields.
- **Consultation on Placement Libraries.** Commission representatives can advise placement librarians with regard to Federal employment information materials, their currency, etc., as well as the nature of the civil service employment system as it relates to career guidance publications and more specific notices of examinations, related competitions, and job vacancies. They can also help with the organization of Federal materials in a manner which best portrays Federal opportunities and the appropriate application procedures.

In many parts of the country these services are provided through interagency Federal-college organizations which also serve as a forum for discussion and exchange of information. Arrangements may be initiated through contacts with the managers of local area offices of the Civil Service Commission or Regional Recruiting and College Relations Officers (RCRO's). Addresses and telephone numbers of RCRO's are in the back of this directory.

general publications

1. **Working for the USA,** 1975 (3¼" x 7¾"), write to: Nearest Federal Job Information Center. (See page 29 for addresses & telephone numbers).

   All college majors. General information booklet telling how to apply for a Civil Service job and what the Federal Government can offer you as a career employee.

2. **Summer Jobs in Federal Agencies** (Announcement No. 414, revised annually), 31 pp. (9" x 6"), write to: Same as above.

   All college majors. Contains general information on summer employment. Outlines types of positions available and application procedures for them.

3. **Federal Jobs Overseas,** 1975, 10 pp. (9" x 4"), write to: Same as above.

   Explains how overseas jobs are filled; discusses conditions of employment; indicates the kinds of skills agencies use; and lists addresses to which inquiries may be sent.

4. ***Government '76 (BRE-14),** 1976 (8" x 10¼"), write to: Same as above.

   All college majors. A brief forecast of career opportunities for June 1976 graduates. Indicates projected hiring levels in the principal career-entry occupations, explains application and examining procedures, and summarizes the qualifications which are required for higher rankings on eligibility lists.

5. **In Public Practice,** 1970, 16 pp. (9" x 4"), write to: Same as above.

   Law school graduates and students. Outlines legal and quasi-legal jobs, qualifications and application procedures, opportunities for summer jobs. Lists employers of attorneys.

6. **Engineers '76,** 1976, 4 pp. (8" x 10"), write to: Same as above.

   Majors in professional engineering. Positions located nationwide. A brief description of some of the principal career-entry programs of the major employers. Describes training programs and employment opportunities for recent graduates in engineering.

7. **Who's Hiring Engineers.** (updated periodically), (8" x 10¼"), write to: Same as above.

   Majors in professional engineering. Positions located nationwide. A compendium of current vacancies for 1976 and recent engineer graduates. Includes prospects by geographic regions, specialties most and least in demand, listings of major hiring agencies, digests of technological missions, and points of contact for principal employers.

8. **Federal Career Directory—A Guide for College Students,** 1976, 87 pp. (8" x 10½"). Distributed to college placement offices and libraries.

   All college majors. Comprehensive overview of Federal employment with emphasis on the major career occupations for college graduates. Includes nature of work, number of persons in the field, typical number of vacancies filled annually, and qualification requirements. Also contains information on each Federal agency, its principal missions, and career fields.

9. **Regional Career Directories,** write to: U.S. Civil Service Commission Regional Office in Atlanta, Boston, New York, Philadelphia, San Francisco.

   Five U.S. Civil Service Commission Regional Offices publish a career directory covering regional Federal employment opportunities. The directories are generally distributed to college placement offices within each region. Copies of directories from other regions, if available, will be furnished to a placement office upon request.

10. **Several U.S. Civil Service Commission Announcements** now contain recruiting information as well as examination information. Write to: Nearest

Federal Job Information Center. The announcements are:

Accountants, Auditors, IRS Agents, No. 425
Air Traffic Controller, No. 418
Computer Specialist, No. 420
Correctional Officer, No. WA–204
Graphic Designers, Illustrators, Photographers, No. WA–4–08
Engineering and Physical Sciences, No. 424
Librarian, No. 422
Mine Inspector, No. WAM–012
Nurse, No. 419
Physician's Assistant, No. 428
Social Worker and Correctional Treatment Specialist, No. 426

11. **Trends in Federal Hiring,** bi-annual, (8" x 10½" foldout). Copies available at college placement offices or write to: Office of Recruitment and College Relations, Bureau of Recruiting and Examining, U.S. Civil Service Commission, 1900 E Street, N.W., Washington, D.C. 20415.

    A newsletter for college and university placement directors and staff to provide timely, accurate, meaningful information about entry-level staffing needs in Federal agencies and the competitive situation in terms of hiring demand in relation to the supply of qualified candidates.

12. ***Federal Recruiting '76 (BRE–50),** 1976 (8" x 10½"). Distributed to college placement offices or write to same address as above.

    A desk reference for college placement directors to provide an overview of the organization and structure of agency recruitment programs.

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* Projected for publication during the 1975–76 school year.

agency publications

action

(see VISTA and Peace Corps listings)

agency for international development

13. **The International Development Intern,** 1968, 12 pp. (9" x 4"), write to: Chief, Recruitment Branch, Agency for International Development, Washington, D.C. 20523.

    College majors in economics, international relations, finance, accounting, public administration, agricultural economics. Positions located in Asia, Africa, South and Central America. Describes A.I.D.'s Intern Program for graduates earning a bachelor's or, preferably, master's degree and interested in a career in international development.

department of agriculture

14. **A Career for You in Agricultural Statistics,** 1968, 6 pp. (7¾" x 10½"), write to: Personnel Division, Economic Management Support Center, U.S. Department of Agriculture, 14th and Independence Avenue SW., Washington, D.C. 20250.

    College majors in agriculture, statistics, mathematics. Positions located nationwide. Outlines program activities of the Statistical Reporting Service and provides guidelines to the career opportunities available for those who meet requirements. Information on how to apply and location of positions are also included.

15. **This is ERS,** 1969, 24 pp. (5½" x 9¼"), write to: Same address as above.

    Majors in economics. Positions located nationwide; some overseas opportunities. Describes the programs of the Economic Research Service and the opportunities offered the individual for specialization in research areas at the nationwide or regional level.

16. **Scientific Careers in**—(Variety of Titles), 8 pp. (4" x 7"), write to: Personnel Division, Agricultural Research Service, U.S. Department of Agriculture, Federal Building, Hyattsville, Maryland 20782.

    Primarily majors in agricultural, biological, and physical science. Positions located nationwide. A series of short leaflets covering employment opportunities and qualification requirements for positions with ARS as:

    Plant Scientists
    Animal Scientists
    Entomologists
    Engineers
    Chemists

17. **Career Opportunities for Veterinarians in the USDA,** 1974, 11 pp. (6" x 9"), write to: Animal and Plant Health Inspection Service, U.S. Department of Agriculture, Personnel Division, 123 East Grant Street, Minneapolis, Minnesota 55403.

    Majors in veterinary medicine, positions located nationwide. Describes APHIS activities in which DVM's are engaged and employment opportunities.

18. **Extension Home Economics,** 1968, 6 pp. (9" x 4"), write to: Extension Service, U.S. Department of Agriculture, 14th and Independence Avenue SW., Washington, D.C. 20250.

    Majors in home economics. Positions located throughout the United States, Puerto Rico, Virgin Islands. Brief explanation of the Extension Home Economics Programs and what a Home Economist does. Includes family stability consumer competence, housing and home furnishings, family health and community development.

19. **Your Career as an Extension Agent,** 1969, 6 pp. (9" x 4"), write to: Same address as above.

    Majors in agriculture, home economics, sociology, economics, or closely related fields. Positions located in United States, Puerto Rico, Virgin Islands, Guam. Describes a career as an extension agent including what the agent does, opportunities for advancement, and type of training given.

20. **CAREERS in the exciting field of International Agriculture with the Foreign Agricultural Service,**

1975, 10 pp. (6" x 9"), write to: Personnel Division, Foreign Agricultural Service, U.S. Department of Agriculture, Washington, D.C. 20250.

College majors in agricultural economics with statistics, agricultural marketing/economics. International Secretary Program. Initial positions located in Washington, D.C. with opportunities for assignment abroad as representatives of U.S. Agricultural Service. Foreign language skill is desirable.

21. **Electric Engineering—Telephone Engineering Careers,** 1975, 12 pp. (10½" x 7⅞"), write to: Director, Personnel Management Division, Rural Electrification Administration, U.S. Department of Agriculture, Washington, D.C. 20250.

Majors in electrical engineering. Positions located nationwide. General information about job opportunities. Includes profiles of recent college graduates working for REA.

22. **Forest Service Career Guide,** 1974, 10 pp. (7½" x 10½"), write to: Personnel Management, Forest Service, U.S. Department of Agriculture, Washington, D.C. 20250.

Majors in forestry, landscape architecture, geology, range conservation, soil science, hydrology, wildlife management, and engineering. Positions located nationwide. Describes career opportunities with the Forest Service. Includes qualification requirements and application procedures.

23. **Students . . . Start Your Career in SCS Before You Graduate,** 1966, 5 pp. (9" x 4"), write to: Soil Conservation Service, Personnel Division, 14th and Independence Avenue SW., Washington, D.C. 20250.

Majors in soil conservation, engineering, soils, farm management, animal husbandry, agronomy, wildlife, biology, forestry, range management, agricultural economics, and other agricultural sciences. Positions in United States and Puerto Rico. Explains opportunities available for freshmen, sophomores and juniors interested in work-study preparation for careers in soil and water conservation.

24. **Careers in Soil Conservation Service,** 1967, 7 pp. (9" x 4"), write to: Same address as above.

Majors in soil conservation, engineering, soils, agricultural economics, forestry, range conservation, agronomy, wildlife biology, geology, related sciences. Positions located throughout the United States and Puerto Rico. Brief description of job opportunities as a soil conservationist, range conservationist, soil scientist, and engineer.

department of the air force

25. **Air Force Systems Command,** 1973, 44 pages (8" x 10½"). Gives overall picture of Air Force Systems Command including brief statements about each of its installations. Administration-Management, Computer Science, Engineering, Mathematics, Physical Sciences, Physics, and a variety of college majors. Positions located nationwide. Write to Director of Civilian Personnel at location of your choice for copy and local career opportunity information:

Electronic Systems Division, L.G. Hanscom Field, Massachusetts 01730

Headquarters, Air Force Systems Command, Andrews AFB, Washington, D.C. 20334

Arnold Engineering Development Center, Arnold AFS, Tennessee 37389

Air Force Eastern Test Range, Patrick AFB, Florida 32925

Air Force Civil Engineering Center, Tyndall AFB, Florida 32401

Armament Development and Test Center, Eglin AFB, Florida 32542

Aerospace Medical Division, Brooks AFB, Texas 78235

Air Force Contract Management Division, Kirtland AFB, New Mexico 87117

Space and Missile Systems Organization, Los Angeles AFS, California 90045

Space and Missile Test Center, Vandenberg AFB, California 93437

Air Force Flight Test Center, Edwards AFB, California 93523

Aeronautical Systems Division, Wright-Patterson AFB, Ohio 45433

Rome Air Development Center, Griffiss AFB, New York 13441

Frank J. Seiler Research Laboratory Air Force Academy, Colorado 80840

Air Force Office of Scientific Research, Arlington, Virginia 22209

26. **Air Force Data Systems Design Center,** 1975, 15 pages (9" x 10½"). Write to Personnel Office, Air Force Data Systems Design Center, Gunter AFS, Alabama 36114.

Gives the overall mission and organizational requirements of the Air Force Data Systems Design Center. This includes the internal work process, various needs, and respective directorate responsibilities. College graduates in computer science, engineering and mathematics.

27. **Air Reserve Technician Job Opportunities in the Air Force Reserve,** 11 pages (4" x 9"), write to Directorate of Civilian Personnel, Headquarters Air Force Reserve, Robins Air Force Base, Georgia 31098.

    Describes career opportunities available in the civilian Air Reserve Technician program, location of Air Force Reserve units and employment application procedures. Positions are primarily restricted to persons with prior military experience.

28. **Be a Management Professional,** 20 pages, (8x10½). Write to USAF Auditor General (AFAA/DPC), Norton Air Force Base, California 92409.

    Majors in accounting. Positions located worldwide. Information about the nature of work performed by Air Force auditors and the career opportunities available to auditors with the Air Force Audit Agency.

29. **Civilian Employment Opportunities with the Electromagnetic Compatibility Division, Keesler Air Force Base, Mississippi,** 6 pages (4½x8), write to Civilian Personnel Office, Keesler Air Force Base, MS 39534.

    College graduates from the various engineering disciplines. Describes opportunities in the Electromagnetic Compatibility Division.

30. **Civilian Career Development, Hq USAF School of Applied Aerospace Sciences, Mississippi,** 1 June 1973, 26 pages (7¾ x 10¼), write to Civilian Personnel Office Keesler Air Force Base, MS 39534.

    Describes self development and career progression opportunities in the School of Applied Aerospace Sciences.

31. **Challenge,** 1973, 20 pages, (11 x 8½). Gives overall picture of Air Force Logistics Command including brief statements about each installation. Majors in administration-management, business administration, computer science, engineering, industrial management, mathematics, physical sciences, and a variety of college majors. Write to the College Relations Officer at location of your choice for copy and local career opportunity information.

    HQ, Air Force Logistics Command or
    AF Contract Maintenance Center
    2750th ABW/DPCE
    Wright-Patterson AFB, Ohio 45433

    Ogden Air Logistics Center
    2849 AB Gp/DPC
    Hill AFB, Utah

    Oklahoma City Air Logistics Center
    2854 AB Gp/DPCSE
    Tinker AFB, Oklahoma 73145

    Sacramento Air Logistics Center
    2852 AB Gp/DPCMD
    McClellan AFB, California 95652

    San Antonio Air Logistics Center
    2851 AB Gp/DPCS
    Kelly AFB, Texas 78241

    Warner Robins Air Logistics Center
    2853 AB Gp/DPCE
    Robins AFB, Georgia 31098

    Aerospace Guidance and Metrology Center
    2803 AB Gp/DPCE
    Newark AF Station
    Newark, Ohio 43055

    Military Aircraft Storage and Disposition Center
    803 CSG/DPCE
    Davis-Monthan AFB, Arizona 85707

32. **Engineering Opportunities within Air Force Communications Service,** 1974, 12 pages (5¼" x 8"), write to Directorate of Civilian Personnel (DPC), Scott AFB, IL 62225.

    Majors in communications and electronics engineering; also electrical, mechanical, civil, structural engineering. Positions located in central and eastern United States with travel on a world-wide basis.

department of the army

33. **Prospectus, Your Next Job and Its Challenges, Headquarters, Department of the Army,** 1970–1980, 8 pp. (9" x 6"), write to: HQ, U.S. Army Military District of Washington, Civilian Personnel Directorate ATTN: ANCIV-CRS Room 5B064, Forrestal Building, Washington, D.C. 20314.

    All college majors, positions located primarily in Washington, D.C., and Northern Virginia; provides general information opportunities for college graduates. Presents major problems facing Department of the Army civilian staff for the next decade. Briefly describes positions in the following fields: Budgeting and Accounting, Logistics, Personnel Administration, Economics, Mathematics, Management Analysis, Operations Research, and Computer Science.

34. **The Real Professionals,** 1975, 8 pp. (8½ x 11), write to: HQDA (IGAA-SMC), NASSIF Bldg., Falls Church, Virginia 22041.

    Majors in accounting. Positions located worldwide. A brief introduction to the career opportunities in professional auditing offered by the U.S. Army Audit Agency for college graduates and information on how to apply for a position with the agency.

35. **Job Opportunity Announcement,** 1971, 1 pg. (8" x 10½"), write to: Same address as above.

Majors in accounting and auditing, positions located worldwide. A general statement on career opportunities in professional auditing offered by the U.S. Army Audit Agency for college graduates. Contains information on how to apply, office locations and salary benefits.

36. **Civilian Careers with the Corps of Engineers,** 1972, 33 pp. (11¾" x 9"), write to: Civilian Personnel Officer, Office, Chief of Engineers, Department of the Army, Washington, D.C. 20314, or any Corps of Engineers Field office.

Most engineer and scientist disciplines. Positions located worldwide. Describes various engineering-oriented activities throughout the Corps of Engineers. Cover the following types of work: investigations and planning; design; construction; operations and maintenance; research and development; hydroelectric power production; and nuclear power production.

37. **US Army Forces Command—Offers Challenging Career Opportunities,** 4 pp. (5¼" x 8"), write to: Commander, US Army Forces Command, ATTN: AFPR-CPT, Fort McPherson, GA 30330.

All college majors. Positions located at installations throughout the Continental United States, Alaska, Hawaii, Canal Zone and Puerto Rico. A general description of career and professional development opportunities with the Command and benefits of Federal employment.

38. **Trenton and the Garden State Salute Fort Dix,** 1974, 51 pp. (8" x 10"), write to: Hq, US Army Training Center and Fort Dix, Civilian Personnel Office/ATZDCP-R, Fort Dix, New Jersey 08640.

All college majors. Reviews the historical background of Fort Dix and its growth. Major services and facilities of the installation are portrayed narratively and pictorially.

39. **Mission Support Thru Research, Development, Engineering,** 1974, 68 pp. (7¾" x 10"), write to: Civilian Personnel Officer, U.S. Army Mobility Research and Development Center, Fort Belvoir, Virginia 22060.

Majors in engineering and science. Positions located at Fort Belvoir, Virginia. A narrative and pictorial presentation of the mission of the Night Vision Laboratory, historical background of Fort Belvoir, technical and scientific nature of activities, career plans, professional development opportunities, benefits of Federal employment and community life.

40. **"Mission Mobility, A Challenge for Engineers and Scientists,"** (4" x 8" foldout), write to: Civilian Personnel Officer, U.S. Army Mobility Equipment Research and Development Center, Fort Belvoir, Virginia 22060.

Majors in engineering, physics, mathematics. Contains information depicting fields of endeavor, products, facilities, career plans, supporting statements by selected employees, opportunities for professional development, Federal civil service benefits, community life and an organization chart.

41. **Night Vision Laboratory,** 32 pp. (8½" x 11"), write to: Manpower Office, Night Vision Laboratory, Bldg. 357, Fort Belvoir, Virginia 22060.

Majors in engineering and science. Positions located at Fort Belvoir, Virginia. A narrative and pictorial presentation of the mission of the Night Vision Laboratory, historical background of Fort Belvoir, technical and scientific nature of activities, career plans, professional development opportunities, benefits of Federal employment and community life.

42. **Professional Careers at the USA Foreign Science and Technology Center,** 1970, 4 pp. (3½" x 9"), write to: Civilian Personnel Office, U.S. Army Foreign Science and Technology Center, 220 7th Street, NE., Charlottesville, Virginia 22901.

Majors in engineering, chemistry, physics, biology, physical sciences and mathematics. Outlines mission and career opportunities for college graduates at USAFSTC and has a postage paid card to send, requesting additional information.

43. **USA FSTC,** 1970, 4 pp. (3½" x 9"), write to: Same address as above.

Variety of college majors. Positions located in Washington, D.C. Brief outline of employment opportunities with the Army's Foreign Science and Technology Center in the following positions: Translator, information specialists, technical publications specialist, illustrator, computer specialist, and comptrollership.

44. **Welcome to Tobyhanna Army Depot,** 1974, 46 pp. (8" x 10"), write to: Tobyhanna Army Depot, Tobyhanna, Pennsylvania 18466.

All college majors. Positions located in Tobyhanna, Pennsylvania. Explains mission of Depot and types of positions available. Illustrated.

45. **Official Guide to Aberdeen Proving Ground,** 1973, 22 pp. (6" x 9"), write to: Personnel Resources, Civilian Personnel Division, Aberdeen Proving Ground, Maryland 21005.

Majors in science and engineering. Positions located at Aberdeen Proving Ground, Maryland.

Provides essential information to acquaint applicants with the post, its facilities and the community in which it is located.

46. **This is Test and Evaluation Command,** 1975, 28 pp. (8¼" x 11") write to: Commander, U. S. Army Test and Evaluation Command, ATTN: AMSTE–PT–C, Aberdeen Proving Ground, Maryland 21005.

    Majors in science and engineering, business and social science. Positions located in Maryland, New Mexico, Arizona, Utah; and Indiana. A general description of installations and activities with the command, their missions and locations. Outlines career opportunities with the command for college graduates.

47. **Redstone Arsenal,** 1974, 48 pp. (8¼ x 10½") write to: U. S. Army Missile Command, Civilian Personnel/AMSMI–PCEP, Redstone Arsenal, Alabama 35809.

    All college majors, especially engineering, physical sciences, and business administration. Positions located at Redstone Arsenal, Alabama. A general introduction to Redstone Arsenal and the neighboring community. Contains basic description of the type of work performed by the Missile Command and other Army Agencies Headquarters at Redstone Arsenal. Brochure is mailed in conjunction with specialized fact sheets on the basic requirements for employment.

48. **ECOM in Brief,** 1974, 8 pp. (5¼" x 8"), write to: Civilian Personnel Division, U. S. Army Electronics Command, ECOM Office Building, Fort Monmouth, New Jersey 07703.

    Majors in science, engineering, industrial management. Positions located at Fort Monmouth, New Jersey. Briefly summarizes the mission and function of the U. S. Army Electronics Command.

49. **Welcome to Fort Monmouth,** 1974, 82 pp. (8" x 10"), write to: Civilian Personnel Division, U. S. Army Electronics Command, ECOM Office Building, Fort Monmouth, New Jersey 07703.

    Majors in science and engineering. Reviews the historical background of Fort Monmouth—its growth ,development and contributions to the progress of the surrounding communities. Major services and facilities of the installation are portrayed narratively and pictorially.

civil aeronautics board

50. **Careers for Accountants and Auditors,** 1972, 8 pp. (6" x 9"), write to: Office of Personnel, Civil Aeronautics Board, Washington, D.C. 20428.

    Majors in accounting. Outlines qualifications, work of accountants and auditors, fringe benefits, and organization and purpose of CAB.

51. **Careers for Economists and Transportation Industry Analysts,** 1972, 12 pp. (6" x 9"), write to: Office of Personnel, Civil Aeronautics Board, Washington, D.C. 20428.

    Majors in economics, transportation, accounting, statistics. Outlines qualifications, work of economists and transportation industry analysts, fringe benefits, and organization and purpose of CAB.

52. **Career Opportunities for Attorneys,** 1974, 9 pp. (4" x 8½"), write to: Office of Personnel, Civil Aeronautics Board, Washington, D.C. 20428.

    Opportunities for law school graduates who qualify under the Honors Recruitment Program. Outlines qualifications, work of attorneys, fringe benefits, and organization and purpose of CAB.

central intelligence agency

53. **Intelligence Professions,** 1968, 24 pp. (9" x 8"), write to: Director of Personnel, Central Intelligence Agency, Washington, D.C. 20505.

    All college majors. Positions in Washington, D.C. area; overseas opportunity. General description of the mission of CIA along with detailed information on career opportunities available to those with varioues academic backgrounds.

department of commerce

54. **Career Gateways,** 1975, 16 pp. (3½" x 8"), write to: Employment Information Center, Room 1050L, Department of Commerce, 14th and Constitution Avenue N.W., Washington, D. C. 20230.

    All college majors. Positions located worldwide. A thumbnail sketch of the Department of Commerce, general information about eligibility requirements, major career fields, and job locations.

department of defense

55. **Executive Training Program,** 1975, 5 pp. (8" x 10½"), write to: Directorate for Personnel, Office of the Secretary of Defense, Room 3B 347, Pentagon, Washington, D.C. 20301.

    Majors in public/business administration, economics, mathematics, statistics, engineering, operations research. Positions located in Washington, D.C. Describes the program for Professional and Administrative Career Examination eligibles and other young men and women of high growth potential.

56. **An Auditing Career,** 1968, 16 pp. (8" x 5¼"). Write to: Policy and Programs Branch, Personnel Division, Defense Contract Audit Agency, Cameron Station, Alexandria, Virginia 23314.

Accounting majors. Worldwide geographic locations. Brochure describes the mission of DCAA, the types of audits conducted, audit techniques used, professional standards maintained, what an auditor trainee does, the kinds of training he is given, qualifications, where and how to apply.

57. **Auditors—A Professional Career,** 1968, 5 pp. (8" x 3½"), write to: Same address as above.

Acounting majors. Positions located worldwide. Brief description of the duties of DCAA auditors and the advancement opportunities available to them, qualifications needed for appointment to auditor trainee, and application procedures.

58. **Career Opportunities in the Defense Supply Agency,** 1968, 12 pp. (10½ x 8"), write to: Defense Supply Agency, Chief, Employment and Pay Management Division, Cameron Station, Alexandria, Virginia 22314.

All college majors. Positions located nationwide. General introduction to career opportunities in DSA with a table which cross-relates different college majors to the types of positions in DSA. Also describes the principal functions of the agency.

59. **Instructor of Foreign Language, DLI,** 1973, 6 pp. (3¾" x 8"), write to: Director, Defense Language Institute, ATTN: Office of Civilian Personnel, Presidio of Monterey, California 93940.

Majors in foreign languages and linguistics. Positions located in Monterey, CA. A summary of the DLI, POM, mission, school training objectives, employment opportunities for instructors, benefits of federal employment and general community information and application procedures. Positions (not described in brochure) also available as education specialists, bilingual typists, computer specialists, and clerical and administrative support personnel.

60. **Information on the Defense Mapping Agency,** 6 pp. (8" x 4"). Write to Defense Mapping Agency (POC), Bldg. 56, U.S. Naval Observatory, Washington, D.C. 20305.

Majors in Cartography, Geography, Geodesy, Mathematics, Computer Sciences, and Physical Sciences. Positions located primarily in Washington, D.C. area and St. Louis, Missouri.

61. **Your Career in Professional Charting,** 1968, 12 pp. (8½" x 11"). Write to: Defense Mapping Agency Aerospace Center/POP, St. Louis AFS, Missouri 63125.

Majors in Cartography or any course of study that includes 18 semester hours in one or a combination of: Cartography, photogrammetry, geodesy, plane surveying. Positions located in St. Louis, MO. An introduction to career opportunities in the Defense Mapping Agency Aerospace Center (DMAAC) which designs and produces the graphic and computed data necessary for manned and unmanned aerospace navigation.

62. **Cartographer,** 1965, 4 pp. (8½ x 10½). Write to: Same address as above.

Majors in Cartography or a course that includes 18 semester hours in one or a combination of: Cartography, photogrammetry, geodesy, plane surveying. Positions located in St. Louis, MO. Provides information on education and experience requirements for cartographic positions.

energy research and development administration

63. **Energy Research and Development Administration Careers,** 1975, write to: Coordinator of Recruitment, Energy Research and Development Administration, Washington, D.C. 20545.

General description of the missions of ERDA along with detailed information on career opportunities available to those with various academic backgrounds.

environmental protection agency

64. For information about careers with EPA, write: Environmental Protection Agency, Washington, D.C. 20460, ATTN: Personnel Management Division.

Majors in civil engineering, sanitary engineering, mechanical engineering, chemical engineering, biology, bacteriology, computer sciences, statistics, law (LL.B. degree).

equal employment opportunity commission

65. **Equal Employment Opportunity Commission At A Glance,** 1974, write to: Director of Personnel, Room 3214, 2401 E. St. N. W., Washington, D.C. 20506.

Description of the EEOC mission.

farm credit administration

66. **Farm Credit Bank Examiner,** 1973, foldout, (9' x 4"). Write to: Chief Examiner, Farm Credit Administration, Washington, D.C. 20578.

Majors in business economics, law, banking, finance, accounting, agriculture economics or agriculture. Most positions require 12 semester hours or equivalent in accounting.

federal communications commission

67. **The Federal Communications Commission and You,** 1974, 6 pp., write to Federal Communications Con mission, Personnel Division, 1919 M Street, NW, Room 208, Washington, D.C. 20554.

    Majors in electrical engineering, law, accounting, liberal arts, electronics. Positions located nationwide. Describes background and mission, career opportunities, advancement and training in FCC.

federal deposit insurance corporation

68. **A Career in Bank Supervision,** 1975, 7 pp. (8" x 10½"), write to: Director of Personnel, Federal Deposit Insurance Corporation, 550 17th Street NW., Washington, D.C. 20429.

    Majors in accounting, business administration, economics and finance. Positions located nationwide. A brief description of the role of the Federal Deposit Insurance Corporation, the work of the Corporation Bank Examiners, career opportunities in this phase of banking, and information about qualifications required and how to apply for employment as a Trainee Bank Examiner.

federal home loan bank board

69. **Step Up to A Federal Home Bank Board Career,** 16 pp., (8½" x 11"), Write to: Director of Personnel, Room 1029, 320 First St. N.W., Washington, D.C. 20552.

    Majors in law, accounting, business administration, banking, finance, economics, computer science, urban planning. A general introduction to the Federal Home Loan Bank Board with information on career opportunities and application procedures.

70. **Federal Home Loan What?,** 12 pp., (8½" x 11"), Write to: Same address as above.

    Emphasizes mission of Office of Examinations and Supervision-examination of savings and loan associations. Positions located nationwide.

federal power commission

71. **"Careers in Meeting the Energy Crisis,"** 1975, 21 pp. (8" x 10½"). Write to: Director, Office of Personnel Programs, Federal Power Commission, 825 North Capitol Street, N.E., Washington, D.C. 20426.

    Majors in Petroleum, Electrical and Civil Engineering, Geology, Economics, Law, Accounting-Auditing, Environment, Fishery Biology, Outdoor Recreation Planning.

federal reserve board

72. **Career Service in the Federal Reserve,** 1970, 13 pp. (8¾" x 4"), write to: Division of Personnel Administration, Room 1254, Board of Governors of the Federal Reserve System, Washington, D.C. 20551.

    Majors in economics, law, accounting, statistics, computer system analysis, and administrative and fiscal management. Describes the work of the Federal Reserve Board and types of job opportunities.

federal trade commission

73. **Careers for Attorneys,** 1970, 8 pp. (9¾" x 7"), write to: Director of Personnel, Federal Trade Commission, 6th and Pennsylvania Avenue NW., Washington, D.C. 20580.

    Majors in law. Positions located nationwide. Summarizes career opportunities in trade regulation and anti-trust law for law school graduates and experienced attorneys. Includes a brief description of each bureau of the Commission.

74. **Consumer Protection Specialist,** 1971, 4 pp. (8" x 5¼"), write to: Same address as above.

    All college majors. Positions located nationwide. Describes careers on enforcement team of the "Truth-in-Lending Act."

general accounting office

75. **GAO Purposes—Functions—Services,** 1973 (8" x 10½"), write to: Office of Personnel Management, U.S. General Accounting Office, 441 G Street NW., Washington, D.C. 20548.

    Any college major. Positions located nationwide. Outlines purposes of the General Accounting Office, explains how it functions, and describes its services on behalf of Congress and the people of the United States.

76. **Work With GAO for More Effective Government,** 1970, 24 pp. (8" x 10½"), write to: Office of Personnel Management, U.S. General Accounting Office, 441 G. Street NW., Washington, D.C. 20548.

Majors in accounting, business economics, engineering, finance, management, mathematics, statistics and public administration. Positions located nationwide. Describes professional environment of GAO, the variety of assignments, and opportunities for professional development.

77. **Highlights of Your Work With GAO,** 4 pp. (4" x 9"), write to: Same address as above.

Brief description of professional accounting career opportunities with GAO.

general services administration

78. **Do it in 3,** 1974, 28 pp. (7⅞" x 9⅞"), write to: Career Intern Coordinator, Special Recruiting and Training Division (BPT), General Services Administration, 18th and F Streets N.W., Washington, D.C. 20405.

All college majors. Positions located nationwide. Outlines the mission and organization of the General Services Administration, the wide range of career opportunities and training programs available, and provides information on the location of GSA personnel offices and procedures for applying.

79. **Opportunities with the General Services Administration,** 1973, 2 pp. each (8" x 10½"), write to: Career Intern Coordinator, Special Recruiting and Training Division (BPT), General Services Administration, 18th and F Streets N.W., Washington, D.C. 20405.

Various college majors, as appropriate. Positions located nationwide. Individual career briefs containing descriptions of the mission of GSA, the responsibilities of the organization within which the career opportunity is located, the basic requirements, developmental opportunities, and procedures for applying for the position. Career briefs available on: architecture, archivist, civil rights, engineering, management intern program, personnel management, procurement, property management, realty specialist, stockpile disposal, supply management, and transportation management.

u.s. government printing office

80. **Opportunities at the United States Government Printing Office for College Graduates,** 1973, 6 pp. (3½" x 8"), write to: Chief, Employment Branch, Room C106, U.S. Government Printing Office, North Capitol and H Streets N.W., Washington, D.C. 20401.

Majors in printing management, library science, computer science, engineering, business administration, accounting, and liberal arts. Positions located in Washington, D.C. Printing Specialist positions also located nationwide. Contains general information about career opportunities with the U.S. Government Printing Office in such fields as printing management, general administration, procurement and supply, data processing, accounting, and library science.

department of health, education, and welfare

81. **Careers Serving People,** 1971, 20 pp. ⅛" x 11⅜"), available from the closest hospital, clinic, research center or Regional Office of DHEW.

All college majors. Positions located nationwide. Describes the major departmental programs—social insurance, health, education, and social services—and the agencies that carry them out. Covers the broad spectrum of professional and technical personnel recruited by each of these agencies.

82. **Career Opportunities at the National Institute of Health,** 1969, 14 pp. (7¾" x 9"), write to: College Relations Officer, National Institutes of Health, Bethesda, Md. 20014.

All college majors. Positions located in Bethesda, Md. Describes NIH Management Intern program as well as opportunities in administrative and technical fields.

82. **Careers in Public Information,** 1967, 8 pp. (4" x 8½"), write to: Same address as above.

Majors in journalism, English, biological sciences. Positions located in Bethesda, Maryland. Describes opportunities and training program in science writing and public information.

84. **NIH Staff Fellowship Program,** 1966, 8 pp. (5" x 7"), write to: Same address as above.

Majors with a doctorate in biomedical or related science. Positions located in Bethesda, Maryland. Describes the fellowship program which allows young scientists the opportunity to work in close association with senior investigators in all branches of the biomedical sciences.

85. **The Nurse in Research,** 18 pp. (8½" x 11"), write to: Same address as above.

Majors in nursing. Positions in Bethesda, Maryland. Describes nursing opportunities at the National Institutes of Health.

86. **Nursing Careers Among the American Indians,** 1967, 12 pp. (3½" x 8½"), write to: Information Office, Division of Indian Health, 7915 Eastern Avenue, Silver Spring, Md. 20910.

Majors in nursing. Positions located nationwide. Summary of nursing careers available with the Division of Indian Health, Public Health Service.

87. **The Commissioned Officer in the U.S. Public Health Service** (PHS Pub. No. 1681), 1967, 8 pp. (6" x 9¼"), write to: Personnel Office, National Institutes of Health, 9000 Rockville Pike, Bethesda, Md. 20014.

Majors in medicine, dentistry, nursing, health services, pharmacy, engineering, physical and biological sciences, therapy, dietetics, veterinary medicine. Positions located nationwide. Describes career opportunities in the Commissioned Corps, U.S. Public Health Service.

88. **Careers in Health,** 1970, 16 pp. (8½" x 10"), write to: Office of Personnel, Health Services and Mental Health Administration, Parklawn Bldg., 5600 Fishers Lane, Rockville, Md. 20852.

All college majors. Positions located nationwide. Describes career opportunities in civil service and Commissioned Corps.

89. **Career Opportunities for the College Graduate,** 1970, 11 pp. (8" x 10"), write to: College Relations Officer, Social Security Administration, Baltimore, Mr. 21235.

All college majors. Positions located nationwide. Outlines opportunities for college graduates in Social Security Administration.

90. **Careers for Nurses in the Federal Health Programs Service,** 1970, 8 pp. (9" x 6"), write to: Chief, Nursing Branch, Federal Health Programs, Parklawn Bldg., 5600 Fishers Lane, Rockville, Md. 20852.

Majors in nursing. Positions located nationwide. Describes FHPS programs, locations. Outlines differences between civil and Commissioned Corps service.

91. **Commissioned Officer Student Training and Extern Program,** 1970, 16 pp. (3¾" x 8½"), write to: COSTEP, Office of Personnel and Training, Department of Health, Education, and Welfare, 330 Independence Ave., SW., Washington, D.C. 20201.

Majors in health-related fields. Describes programs in which a limited number of students are commissioned as reserve officers in the Commissioned Corps and are called to active duty during "free periods" of the academic year.

92. **Dental Internships,** 1967, 8 pp. (3¾" x 8½"), write to: nearest USPHS hospital or office of Personnel and Training, Department of Health, Education and Welfare, 330 Independence Ave., SW., Washington, D.C. 20201.

Graduate dentists. Positions located in 13 USPHS hospitals. Describes 1-year internships. Interns are commissioned into Public Health Service.

93. **The Dentist,** 1966, 12 pp. (7¾" x 10"), write to: Office of Personnel and Training, Department of Health, Education, and Welfare, 330 Independence Ave., SW., Washington, D.C. 20201

Graduate dentists. Positions located nationwide. Describes work of dentists in the Commissioned Corps in fields of clinical dentistry, dental research, dental public health.

94. **Health, Education and Welfare Management Intern Program,** 3 pp. (3¾" x 8½"), write to: DHEW Management Intern Coordinator, Office of Personnel and Training, DHEW, Washington, D.C. 20201.

All college majors. Most positions in Washington, D.C. Describes HEW Management Intern Program, possible assignments, how to enter program.

95. **FDA Inspector,** 1969, 8 pp. (5¾" x 9"), write to: Food and Drug Administration, Field Operations Group, Room 1057, Parklawn Building, 5600 Fishers Lane, Rockville, Md. 20852.

Majors in science. Positions located nationwide. Describes work of FDA Food and Drug Inspectors.

96. **Pharmacy Residencies,** 1970, 12 pp. (5¾" x 9¼"), write to: Office of Personnel and Training, Department of Health, Education, and Welfare, 330 Independence Ave., SW., Washington, D.C. 20201.

Graduates of accredited schools of pharmacy. Describes work of pharmacists in the Commissioned Corps, USPHS.

97. **Residency Deferment for Physicians,** 1970, 12 pp. (5¾" x 9"), write to: CORD Program, Office of Personnel and Training, Dept. of Health, Education, and Welfare, 330 Independence Ave., SW., Washington, D.C. 20201.

Medical school graduates. Describes residency program for Officers of USPHS commissioned Corps, deferring Selective Service obligation.

department of housing and urban development

98. **Urban Intern Program: Fact Sheet,** 1975, (4" x 9"), write to: Intern Coordinator, Department of HUD, Washington, D.C. 20410.

    Describes the Urban Intern Program, its purpose, type of graduates needed, how the program works, how to apply, appointment levels, location of major HUD offices.

99. **Careers with Hud,** 1974, (4" x 9"), write to: Director of Recruitment, Department of HUD, Washington, D.C. 20410.

    Describes the Department's functions and organization, briefly outlines major recruitment needs and how to apply.

interstate commerce commission

100. **Career Opportunities,** 1969, (4" x 8"), write to: Director of Personnel, Interstate Commerce Commission, Washington, D.C. 20423.

    All majors. Positions nationwide. Describes career fields of ICC and structure of the agency.

101. **Careers for Accountants and Auditors With the Interstate Commerce Commission,** 1969, 12 pp. (4" x 8"), write to: Same address as above.

    Majors in accounting. Positions located nationwide. Describes ICC and work of accountants and auditors.

102. **Opportunities in the Legal Profession With the Interstate Commerce Commission,** 1969, 12 pp. (4" x 8"), write to: Same address as above.

    Opportunities for law graduates. Describes work of attorneys, structure of ICC.

103. **Become a Transportation Specialist,** 1969, 16 pp. (4" x 8"), write to: Same address as above.

    Majors in business administration, economics, transportation. Positions located nationwide. Description of ICC and work of transportation specialists.

department of interior

104. **Careers with the Bureau of Mines,** 1970, 20 pp. (9¾" x 7½"), write to: Bureau of Mines, Department of the Interior, Washington, D.C. 20240.

    Majors in engineering, sciences, economics. Positions located in U.S. and territories. Describes the mission of the Bureau of Mines and some of the research activities.

105. **Working for the Bureau of Outdoor Recreation,** 1971, 12 pp. (3½" x 8½"), write to: Bureau of Outdoor Recreation, Department of the Interior, Washington, D.C. 20240.

    Majors in Sociology, Forestry, Landscape Architecture, Economics, Biological Science, Park Administration, Earth Science, Natural Resource Management and Conservation, Civil Engineering, Urban Planning, Recreation. Positions located nationwide. Describes Bureau's mission and nature of its work.

106. **Opportunities In Resource Management,** 1974, 21 pp., (6" x 10"), write to: Bureau of Land Management, Department of the Interior, Washington, D.C. 20240.

    Majors in forestry, engineering, biology, geology, mineral economy, oceanography, ecology, wildlife biology. Positions located nationwide. General introduction to career opportunities in Resource Management. Describes Bureau programs and positions available.

107. **Careers in the National Park Service,** 1971, 31 pp. (10 ' x 7½"), write to: National Park Service, Department of Interior, Washington, D.C. 20240.

    Majors in sciences, engineering, history, archeology, architecture. Positions located nationwide. Describes the work and job opportunities with the National Park Service. Designed to answer the most frequently asked questions from individuals seeking career information.

department of justice

108. **Legal Activities—United States Department of Justice,** 1969, 13 pp. (10¼" x 8"), write to: Department of Justice, Office of Deputy Attorney General, Room 4214, Washington, D.C. 20530.

    Majors in law. Positions located in the U.S. and its territories. Describes the history and current legal functions of the Department of Justice, and the lawyer's role within the department.

109. **Application for Attorney General's Employment Program for Honor Law Graduates,** 1970, 3 pp. (10½" x 8"), write to: Same address as above.

    Majors in law. Positions located in U.S. and territories. Outlines application, qualification and selection procedures for the Department of Justice Honor Law Graduate Program (third-

year law students only). Also includes application and information on promotional opportunities and fringe benefits.

department of labor

110. **Help Us Meet the Challenge,** Write to: Office of Personnel, Room 6138, Main Labor Building, Department of Labor, Washington, D.C. 20210.

Describes the functions, organization, and qualifications for employment with the various agencies in the Department of Labor.

111. **Major Professional Occupations,** 29 pp. (8½ x 11"), write to: Office of Special Personnel Services, New Department of Labor Building, 200 Constitution Avenue, N.W., Washington, D.C. 20210.

Majors in economics, statistics, business administration, computer science, political science, accounting, public administration, industrial relations, social sciences, chemistry and engineering. Positions are located nationwide. General information is provided on the qualifications for major professional careers in the Department.

112. **What About a Career in Labor Law,** 24 pp. (9¾ x 7½"), write to: Administrative Office, Office of the Solicitor, Room S4309, New Department of Labor Building, Washington, D.C. 20210.

Acquaints law school graduates with some of the many branches of labor law in which the Department is engaged and with the opportunities it offers.

national aeronautics and space administration

113. **NASA, Headquarters and Nine Centers,** 1971, 12 pp. (9" x 4"), write to: NASA, Office of Personnel, Program Management Division, Code QPM, Washington, D.C. 20546.

Describes the goals and major research programs of the Agency and identifies the location and principle mission of NASA Headquarters and the 9 Field Centers.

114. **Federal Jobs in Engineering, Physical Sciences and Related Professions,** U.S. Civil Service Commission Announcement Number 424, 1974, 16 pp. (8" x 10"), write to: NASA, Office of Personnel, Program Management Division, Code QPM, Washington, D.C. 20546 or visit any Federal Job Information Center.

Majors in engineering, physical sciences, life sciences, and mathematics. Positions located nationwide. Pages 8–12 outline the education and experience requirements for the various NASA Aerospace Technology (AST) Specialties and list the addresses for the Headquarters and 9 Centers.

national credit union administration

115. **The National Credit Union Administration,** 1970, 17 pp. (6" x 9"), write to: Director of Personnel, National Credit Union Administration, Washington, D.C. 20456.

Majors in business administration. Describes the National Credit Union Administration, the job of examiner and the qualifications required.

national labor relations board

116. **A Career in Labor-Management Relations as a Field Examiner,** 1966, 20 pp. (9" x 6"), write to: Director of Personnel, Room 300, National Labor Relations Board, 1717 Pennsylvania Avenue NW., Washington, D.C. 20570.

Majors in labor relations, industrial relations, personnel administration, business administration, economics, labor economics, labor law, political science, accounting, law. Positions located nationwide. Describes career opportunities in the National Labor Relations Board for college graduates.

department of the navy

117. **Engineer Your Future—Naval Air Systems Command,** 44 pp. (8" x 10½), write to: Coordinator, Professional Development Center, Civilian Personnel Division, Naval Air Systems Command, Washington, D.C. 20360.

Majors in engineering. Positions located in Washington, D.C. Introduction to the Naval Air Systems Command Headquarters, nerve center of the global Naval Air Systems Command complex. Includes information on employment opportunities, educational development and living in the Nation's Capital.

118. **Naval Air Development Center,** 16 pp. (8" x 10½"), write to: Civilian Personnel Officer, Naval Air Development Center, Johnsville, Pennsylvania 18974.

Science and engineering majors. Positions located in Johnsville, Pa. Outlines mission and activities of NADC as the Navy's principal agency for research and development of aerospace systems. Describes job opportunities and career development.

119. **Sound Science and the Sea,** 40 pp. (11" x 8½"), write to: Director of Civilian Personnel, Naval Underwater Systems Center, Fort Trumbil, New London, Connecticut 06321.

Majors in engineering and science. Positions located in New London, Connecticut. Describes mission, accomplishments, facilities, and technical specialties of the Underwater Sound Laboratory. Outlines routes for career development.

120. **NAFI (Naval Avionics Facility, Indianapolis),** four small booklets, 8 pp., each (6" x 8"), write to: Naval Avionics Facility, 6000 East 21st Street, Indianapolis, Indiana 46219.

Engineering and science majors. Positions located in Indianapolis, Indiana. Each booklet describes professional opportunities in one of the departments of NAFI—technical evaluation, applied research, engineering, and manufacturing.

121. **Step Up to Opportunity in the Naval Audit Service,** 12 pp. (8" x 10½"), write to: Director of the Naval Area Audit Service, Nassif Building, 5611 Columbia Pike, Falls Church, Virginia 20315.

Accounting majors. Positions located in Washington, D.C. and 42 field offices, four of which are located overseas. General information on career opportunities in Naval auditing.

122. **Engineers, Scientists Create—NOL (Naval Ordnance Laboratory, White Oak),** 40 pp. (8" x 10½"), write to: Professional Recruitment Division, U.S. Naval Ordnance Laboratory, White Oak, Silver Spring, Maryland 20910.

Engineering and science majors. Positions located in White Oak, Maryland. Describes NOL's activities in creating advanced naval weapons and gives examples of the type of work college graduates can expect to undertake. Outlines job qualifications, advancement opportunities, and graduate study programs.

123. **Naval Ordnance Station, Louisville, Kentucky,** 1967, 50 pp. (8" x 10½"), write to: Naval Ordnance Station, Southside Drive, Louisville, Kentucky 40214.

Majors in science and engineering. Positions located in Louisville, Kentucky. Describes activity background and mission, geographic area, and career opportunities.

124. **An Introduction to Electronic Engineering in the Naval Electronics Systems Command, Central Atlantic Division, Portsmouth, Virginia,** 1967 17 pp. (8" x 10½"), write to: Director, Naval Electronics Systems Command, Central Atlantic Division, P.O. Box 55, Portsmouth, Virginia 23705.

All engineering majors. Positions located in Portsmouth, Virginia. General description of mission and career opportunities. Information on living in Tidewater, Virginia.

125. **Michaelson Laboratories, Naval Weapons Center, China Lake, California: A Vital Step,** 1972, 42 pp. (10½" x 8"), write to: Naval Weapons Center, Head, Employment Division, Code 652, China Lake, California 93555.

Primarily science and engineering, but some openings in management and administration. Positions located in China Lake, California. Contains information on laboratory mission, career opportunities, and general employment data.

126. **Naval Underwater Systems Center,** 1974, 45 pp. (11" x 8½"), write to: Civilian Personnel Officer, Naval Underwater Systems Center, New Port, Rhode Island 02840.

Majors in engineering, physical sciences, chemistry, mathematics, metallurgy, statistics. Positions located in Newport, Rhode Island and New London, Conn. Describes activities, mission and career opportunities in the Naval Underwater Weapons Research and Engineering Station, a major research and development activity under the Chief of Naval Material.

127. **Engineering and Science That Get You Places,** 18 pp. (10½" x 8"), write to: Administrative Services (6711D), Naval Ship Engineering Center, Philadelphia Division, Philadelphia, Pennsylvania 19112.

Majors in science and engineering. Positions located in Philadelphia, Pennsylvania. Activity background, career and employment data.

128. **Meet the Challenge at the Naval Ship Research and Development Center,** 1967, 16 pp. (8" x 10½"), write to: Director of Civilian Personnel, Code C—20, Naval Ship Research and Development Center, Washington, D.C. 20007.

Majors in physical sciences, mathematics, engineering. Positions located in Washington, D.C., Annapolis, Maryland, Panama City, Florida. Outlines activities, locations, and career opportunities.

129. **Engineering and Scientific Careers with Puget Sound Naval Shipyard,** 5 pp. (11½" x 8½"), write to: Director of Civilian Personnel, Puget Sound Naval Shipyard, Bremerton, Washington 98314.

Science and engineering majors. Positions located in Bremerton, Washington. Information on shipyard activities, geographic area and career opportunities.

130. **Portsmouth Naval Shipyard,** 8 pp. (11" x 8½"), write to: Director of Civilian Personnel, Portsmouth Naval Shipyard, Portsmouth, New Hampshire.

All engineering majors. Positions located in Portsmouth, New Hampshire. Describes employment opportunities and outlines the shipyard's mission, technical accomplishments and facilities.

131. **The Navy at Point Mugu,** 12 pp. (8½" x 11"), write to: Director of Civilian Personnel, Code 172.4, Point Mugu, California 93041.

Engineering and science majors. Positions located in Point Mugu, California. Description of the development of Point Mugu, and the missions of the Pacific Missile Range and the Naval Missile Center.

132. **Ground Floor Opportunities for Action People on the Way Up,** 1966, 32 pp. (8½" x 11"), write to: Civilian Personnel Director, U.S. Naval Ammunition Depot, Crane, Indiana 47522.

Majors in accounting, business administration, engineering, physical and social sciences. Description of Depot mission and specific career opportunities for various majors.

133. **An Engineer's Kind of World,** 1970, 16 pp. (8½" x 10½"), write to: Mare Island Naval Shipyard, Vallejo, Cal. 94592.

Majors in engineering. Describes engineering opportunities at Mare Island Naval Shipyard.

134. **Imagine What You Could Do in the Real World of Engineering,** 54 pp. (8½ x 10½"), write to: Address listed below.

Describes careers and advantages of 7 Naval Air Rework Facilities in
Alameda, California 94501
Cherry Point, North Carolina 28533
Jacksonville, Florida 32212
Norfolk, Va. 23511
Pensacola, Fla. 32508
Quonset Point, R.I. 02819
San Diego, Cal. 92135

135. **California Kaleidoscope,** 23 pp. (8" x 10"), write to: Address listed below.

Engineering and science majors. Lists opportunities and advantages for engineers and scientists at 10 naval labs in California:
Naval Weapons Center, Channel Lake, Calif. 93555
Naval Weapons Station, Corcord, Cal. 94520
Fleet Missile Systems Analysis and Evaluations Group, Corona, Cal. 91720
Naval Undersea Research and Development Center, 3202 E. Foothill Blvd., Pasadena, Cal. 91107
Pacific Missile Range, Point Mugu, Cal. 93041
Naval Missile Center, Point Mugu, Cal. 93041
Naval Civil Engineering Lab, Port Hueneme, Cal. 93041
Naval Ship Missile Systems Engineering Stations, Port Hueneme, Cal. 93041
Naval Electronics Lab Center, 271 Catalina Blvd., San Diego, Cal. 92152
Quality Evaluation Lab, Naval Weapons Station, Seal Beach, Cal. 90740

136. **The Right Step,** 28 pp., (8½" x 10"), write to: Director, Naval Ordnance Station, Indian Head, Maryland 20640.

Research, development, and production of rocket and missile propellants and propulsion units. Engineering, physical science, mathematics & management.

137. **Naval Research Laboratory,** 16 pp. (8½" x 10"), write to: The Civilian Personnel Office, (Code 1815R) Naval Research Laboratory, Washington, D.C. 20375.

Emphasis on four general areas: electronics, materials and general sciences, space science and technology and oceanology.

138. **Naval Ship Engineering Center,** 5 pp. (8½" x 11"), write to: Recruitment Coordinator, Naval Ship Engineering Center (SEC6060), Room 118E Center Building, Prince Georges Center, Hyattsville, Maryland 20782.

Engineers and naval architects to design ships and shipboard equipment to accomplish the highly sophisticated demands of a modern Navy.

139. **Engineering Unlimited,** 26 pp. (9" x 12"), write to: Employment Superintendent, Civilian Personnel Department, Naval Air Test Center, Patuxent River, Maryland 20670.

Systems testing prior to implementation is essential to insure system integrity, career opportunities are discussed relative to various functional responsibilties.

140. **Opportunity in Engineering,** 20 pp. (8" x 10"), write to: Capital Area Personnel Services Office—Navy, Recruitment Division, Room 1221, 801 N. Randolph St., Arlington, VA 22203.

A description of engineering opportunities by major functional organization and a discussion of personal opportunities of engineers in the Navy.

141. **Engineers and Scientists,** 12 pp. (4" x 9"), write to: Capital Area Personnel Services Office, Navy, Recruitment Division, 801 N. Randolph Street, Arlington, Virginia 22203.

Major Commands are listed with descriptions of their functions, so as to inform interested individuals of such background within differing approaches to problem and program management.

142. **Architects and Engineers,** 5 pp. (4" x 9"), write to: Capital Area Personnel Services Office, Navy, 801 N. Randolph St., Arlington, Virginia 22203.

A discussion of the Naval Civilian Professional Development Program as operated by the Naval Facilities Engineering Command. Illustrates qualifications, advancement, career ladder, opportunities.

143. **Naval Electronics Systems Command,** 5 pp. (4¼" x 11"), write to: Civilian Personnel Office, Naval Electronics Systems Command.

Describes the mission and functional responsibilities of the Command areas such as communication, navigation, telemetry, satellite and surveillance electronics. Scientific and engineering fields in R&D, acquisition, logistics standards, contracts, plans and management.

144. **Civilian Careers with Navy—A Future In,** 16 pp. (10½" x 7¾"), write to: Professional Recruitment Program, CAPSO—N, Department of Navy, 801 N. Randolph Street, Arlington, Virginia 22203.

Career discussion of Financial Administration, Procurement, Supply Management, Data Processing, Management Analysis, Personnel Administration.

145. **Norfolk Naval Shipyard,** 22 pp. (8½" x 11"), write: Industrial Relations Office (Code 170.3), Portsmouth, Virginia 23709. 10,300 employees.

Majors in Engineering. Positions in Portsmouth, Virginia. Describes mission, geographic area, educational and career opportunities.

146. **Financial Management Career Program,** 6 pp., (8" x 10"), write to: Capital Area Personnel Services Office, 801 N. Randolph St., Arlington, Va. 22203.

A discussion of the nation-wide program for financial management and accounting careers with Navy.

147. **The Professional Logistician,** 20 pp., (7" x 11"), write to: Capital Area Personnel Services Office-Navy, 801 N. Randolph St., Arlington, Virginia 22203.

Nation-wide engineering and management positions in the logistics occupations. Discusses developmental programs in the logistics engineering area with the Navy.

148. **A Civilian Career In Navy Procurement,** 12 pp., (8" x 10½"), write to: Capital Area Personnel Services Office-Navy, 801 N. Randolph St., Arlington, Virginia 22203

Addresses management positions in the procurement field throughout the United States and the various programs for training and development under the procurement career program.

149. **The Naval Weapons Laboratory,** 32 pp., (8" x 10½"), **Seeking A Technical Challenge,** 24 pp., write to: Civilian Personnel Office, Naval Surface Weapons Center, Dahlgren Laboratory, Dahlgren, Virginia.

A complete description of the facilities and the opportunities especially in science and engineering.

office of management and budget

150. **Career Staff to the President,** 1974, 4 pp. (6½" x 9"), write to: Personnel Officer, Executive Office of the President, Office of Management and Budget, Washington, D.C. 20503.

Advanced degrees in economics, political science, business/public administration, law, science, mathematics. Positions located in Washington, D.C. A brief summary of the Bureau's activities and career opportunities.

panama canal company

151. **Teach in the Canal Zone Schools,** 1973, 12 pp. (9¼" x 3⅞"), write to: Chief, Personnel Operations Division, Box 2012, Balboa Heights, Canal Zone.

Majors in education and other subject areas. Positions located in the Canal Zone. An introduction to teaching opportunities in the Canal Zone school system. Also contains general information on living in the Canal Zone.

152. **Internships and Residencies,** 1973, 12 pp. (8¾" x 3¾"), write to: Director, Gorgas Hospital, Box O, Balboa Heights, Canal Zone.

Majors in orthopedics, general surgery, urology, ophthalmology, medicine, pathology. Positions located at Gorgas Hospital, Balboa, Canal Zone. A general introduction to the medical interns and residents program at Gorgas Hospital with information on living in the Canal Zone.

153. **Living and Working in the Canal Zone,** 1972, 48 pp (8½" x 6"), write to: Same address as above.

General introduction to living and working conditions in the Canal Zone. Also provides historical and general information about the Panama Canal Company.

peace corps

154. **Peace Corps Factbook,** 23 pp. (4" x 9"), write to Office of Public Affairs, Peace Corps, Washington, D.C. 20525.

All college majors. Positions located worldwide. Designed to answer in brief form questions which generally occur to those first thinking about becoming Volunteers. Includes information on the purpose of the Peace Corps, the Volunteer experience, how to apply, training, allowances, the draft, and student loans.

155. Peace Corps in Latin America,
Peace Corps in Africa,
Peace Corps in East Asia and Pacific,
Peace Corps in Asia, 15 pp., each (8¾" x 9'), write to: Same address as above.

Each of these booklets contains general information on Peace Corps activity in the geographical area concerned and includes an outline on specific programs and job opportunities in those areas.

156. **Peace Corps,** (8½" x 11"), write to: Same address as above.

Set of five booklets, each dealing with a different occupational area:
Health Work
Agriculture
Community Development
Teaching
Architects, City Planners, and Engineers

157. **The Peace Corps Reader,** 1968, 188 pp (4" x 7"), write to: Same address as above.

A collection of articles dealing with various aspects of the Peace Corps written by past and present staff members and Volunteers. Includes many "first-hand" accounts of the Peace Corps experience.

158. **Program Directory,** published 3 times a year, 50 pp. (5¼" x 8"), write to: Same address as above.

All college majors. Positions located worldwide. Describes all current Peace Corps programs. Organized by major geographical area (Africa, East Asia and Pacific, Latin America, North Africa, Near East, and South Asia) and occupational field (agriculture, education, health) in each location. Contains an index which identifies, by number, all those programs open to applicants with a particular college major.

159. **Underclassmen,** 18 pp. (4" x 9"), write to: Same address as above.

All college majors. Positions located worldwide. Directed at college freshmen, sophomores, and juniors. Briefly outlines the objectives and programs of the Peace Corps. Geared to assist the student in determining if he would be an effective Peace Corps Volunteer. Shows where various college majors fit in the Peace Corps and suggests steps for underclassmen to take in preparation for future service with the Peace Corps.

160. **Training,** 15 pp. (8½" x 11"), write to: Same address as above.

Describes the philosophy and methods of training used in preparing Peace Corps Volunteers. Emphasis is on developing practical expertise.

161. **Two's Company,** 8 pp. (8½" x 11"), write to: Same address as above.

Stating that nearly one in five Volunteers is married, this pamphlet outlines the opportunities available for married couples in the Peace Corps. Gives examples of the life and work of several married couples presently serving in the Peace Corps.

securities and exchange commission

162. **Today's Lawyer for the SEC,** 1974, 2pp., (fold-out). Write to: Director of Personnel, Securities and Exchange Commission, 500 North Capitol Street, Washington, D.C. 20549.

Majors in law. Positions located nationwide. Information on the responsibility of the Commission, location of positions, duties, qualification requirements and application procedures.

163. **A Sound Investment in Your Future as a Securities Compliance Examiner,** 1974, 2pp., (foldout). Write to same address as above.

Majors in finance, business administration, accounting. Positions located nationwide. Information on work of the Commission, location of positions, duties, salaries, training and recruitment policies.

164. **Securities and Exchange Commission A Sound Investment in Your Future as a Financial Analyst,** 2 pp (foldout), write to: Same address as above.

Majors in business administration, finance, accounting, economics. Positions located in Washington, D.C. Describes responsibilities of SEC, location of position, duties, salaries, career opportunities, and recruitment policy.

165. **A Sound Investment in Your Future as an Accountant,** 1972, 2pp. (Foldout), write to: Same address as above.

Majors in accounting. Information on the Commission, location of positions, duties, salaries, training, benefits, and career opportunities.

small business administration

166. **Career Opportunity in the U.S.** Small Business Administration, 1975, 23 pp. (8" x 9½") Write to Chief of Employment Division, Office of Personnel, Small Business Administration, 1441 L St. NW., Washington, DC 20416

All majors. Positions located nationwide. Describes qualifications for all professional and technical positions in this agency.

department of state

167. **Examination for Foreign Service Officer Careers,** 197 57 pp. (7¼" x 10¼"), write to: Board of Examiners for the Foreign Service, Department of State, Washington, D.C. 20520. (Revised annually).

All majors. Positions located worldwide. Describes the Foreign Service Officer Corps, the examination process, including requirements, and sample questions, and contains application for examination.

168. **The Foreign Service of the Seventies,** 1970, 36 pp. (8½" x 8½"). Single copies available upon request from the Board of Examiners for the Foreign Service, address as above, additional copies available through Superintendent of Documents, U.S. Government Printing Office, Washington, D.C., 20402, 60 cents each.

All majors. Portrays work and careers of individual Foreign Service officers, in the five functional areas: administration, counsular, economic/commercial, political and information/cultural affairs (USIA).

department of transportation

169. **The Road to Your Success,** 1973, 28 pp. (8" x 10½"), write to: Office of Personnel and Training, Federal Highway Administration, 400 7th St. SW., Washington, D.C. 20590.

Majors in civil engineering. Positions located nationwide. Describes opportunities for civil engineering graduates with the Federal Highway Administration's 27-month Highway Engineer Training Program. Also contains information about the organization and operations of the Federal Highway Administration.

170. **Opportunities as a Professional Highway Engineer,** 1973, 8 pp. (3¾" x 8½"), write to: Same address as above.

Majors in civil engineering. Positions located nationwide. Describes opportunities with the Federal Highway Administration.

171. **A Career for Accounting Majors,** 1973, 23 pp. (3¾" x 8½"), write to: Same address as above.

Majors in accounting. Positions located nationwide. Describes opportunities for accounting majors beginning with the Federal Highway Administration's 1-year Auditor Training Program.

172. **Administrative Manager Training Program,** 1973, Foldout, write to: Federal Highway Administration, Office of Personnel and Training, 400 Seventh Street, N.W., Washington, D.C. 20590.

Degree in Business Administration or related college fields. On-the-job training in functions of finance, budget, personnel, and training. Positions located throughout the U.S.

173. **BE A R-O-W Officer,** 1973, 27 pp. write to: Same address as above.

Enter the right-of-way training program. Training and on-the-job experience; planned professional development; geographic variety; unlimited opportunities.

174. **Not for the Ordinary Engineer,** 1967, 20 pp. (8½" x 11"), write to: Commandant (G-P 62), U.S. Coast Guard, Washington, D.C. 20590

Majors in engineering. Positions located nationwide. Discusses various engineering options, location of positions, general entrance requirements and benefits.

175. **A Civilian Career in the Coast Guard**, 1973, Fold-out, write to: Commandant (G–PC/62) U.S. Coast Guard Washington, D.C. 20590

Discusses professional opportunity in the Coast Guard for civilians in management, public administration, accounting, data processing and other related areas.

department of treasury

176. **IRS . . . A Chance for Today to Become Your Tomorrow,** 1973, (number of pages varies), (8½" x 11"). Write to College Recruitment Coordinator at the nearest Internal Revenue Service district office. This package of material containing general information about the IRS, and specified information about various occupations. When writing, specify the **area or occupation** in which you are interested.

—**Internal Revenue Agent.** Accounting Majors. Positions nationwide. The Revenue Agent examines and audits the accounting books and records of individuals, partnerships, fiduciaries and corporations to determine their correct Federal tax liabilities.

—**Tax Auditor.** All college majors, courses of study in business-related subjects recommended. Positions located nationwide. The Tax Auditor is a specialist in resolving Federal income tax questions on individual and small business returns.

—**Revenue Officer.** All college majors; courses of study in business-related subjects recommended. Positions located nationwide. The Revenue Officer is a "field" worker with the responsibility of collecting unpaid taxes and helping people understand and meet their tax obligations.

—**Special Agent.** Any major. Twelve (12) semester hours of accounting required. Positions nationwide. Investigate possible cases of criminal tax fraud and takes enforcement action against criminal violations.

—**Internal Security Inspector.** Any major. Positions nationwide. Conducts a variety of investigations related to internal IRS operations.

—**Internal Auditor.** Majors in accounting. An Internal Auditor is a member of a professional staff of accountants which independently plans and conducts management audits of all operations of the Internal Revenue Service, including an extensive ADP system. Positions located nationwide.

—**Tax Law Specialist.** Majors in accounting or law or business administration, economics, finance, with 12 semester hours of accounting. Positions located in Washington, D.C. The Tax Law Specialist provides official interpretations and guidance to individual and corporate taxpayers and to Internal Revenue personnel on tax questions for which no precedents have been established.

—**Attorney (Estate Tax).** Majors in law (LL.B. or J.D. degree). Bar membership within 14 months of appointment required for continued employment. Positions located nationwide. The Attorney (Estate Tax) is a professional attorney responsible for applying laws and regulations to determine Federal Estate and Gift Tax liability of property or property interests subject to taxation.

—**Cooperative Education Program.** A variety of majors. Opportunities to work in the field of Federal Taxation while completing studies for degrees in accounting, business, law, and related fields.

177. **World of Banking.** 17 pp. (10" x 8"), write to: Administer of National Banks, The Comptroller of the Currency Washington, D.C. 20220.

Majors in business administration, economics, law, accounting, financing, and banking. Positions located nationwide. Contains general information on the mission of the office of the Comptroller of the Currency and career opportunities available to college graduates and other qualified applicants. The major entrance positions and various training programs are briefly sketched.

united states information agency

178. **Global Communications Revolution,** 1972, write to: Special Programs, USIA–IPT, Room 508, 1717 Pennsylvania Ave., Washington, D.C. 20597.

No special college major required, but liberal arts, arts, political science, journalism, broadcasting, and languages are useful. Most positions located in Washington, D.C. Names and explains the kinds of Civil Service jobs (as distinguished from Foreign Service jobs-they are separate and distinct at USIA) available in the agency.

179. **Management Internship USIA,** 1975, 4 pp. write to: Staff Personnel Office USIA, Washington, D.C. 20547.

Describes the agency, program, selection procedures, training and career opportunities.

180. **Career Leaflet,** 1975, write to: Staff Personnel Office, USIA, Washington, D.C. 20547.

Describes the agency and careers in USIA.

veterans administration

For any of the following VA pamphlets, order by citing the pamphlet number and writing to: VA Forms and Publications Depot, 2625 Shirlington Road, Arlington, Virginia 22206.

a. va professional positions

181. **Audiologists and Speech Pathologists in Veterans Administration Hospitals and Clinics** (VA Pamphlet 10-69), 1970, 4 pp., (8" x 10").

Majors in audiology and/or speech pathology. Positions located nationwide, most at Ph.D. level. Includes information about VA's program of services for veterans with communicative disorders. Describes work setting, graduate training program, salaries, work locations, and qualification requirements.

182. **Dentists—Career Opportunities in the Veterans Administration.** (VA Pamphlet 10-51), 1975, 12 pp. (8" x 10").

Majors in dentistry. Describes nationwide opportunities for dentists in VA Hospitals and Clinics. Contains information about VA mission, professional environment, staff support, equipment, medical research and education, professional affiliation, and residencies.

183. **Dietetics in the Veterans Administration** (VA Pamphlet 10-55), 1969, 16 pp., (8" x 10").

Majors in food and nutrition. Positions located in VA Hospitals nationwide. Contains information about VA employment in areas of administration, patient therapy, education and research, and the American Dietetic Association-approved VA internship programs.

184. **Engineers and Architects in the Veterans Administration** (VA Pamphlet 05-15), 1971, 28 pp., (8" x 10").

Majors in architecture or civil, electrical, or mechanical engineering. Positions located in Washington, D.C. and nationwide in VA Hospitals. Describes employment opportunities in planning and design, construction supervision, and hospital (plant maintenance) engineering activities.

185. **Librarians in Veterans Administration Hospitals** (VA Pamphlet 10-61), 1973, 8 pp., (8" x 10").

Majors in library science. Positions located nationwide, primarily for MLS's. Includes information about work assignments, VA's paid work-study program for graduate students, work locations, and qualifications required.

186. **Medical Technology, Careers in—**(VA Pamphlet 10-60), 1973, 20 pp., (8" x 10").

Majors in medical technology, chemistry, or one of the biological sciences supplemented by clinical training. Positions located in VA Hospitals nationwide. Contains information about medical technology as a profession in the VA. Describes duties of medical technologists and medical technicians in clinical and research laboratories and VA's training program for medical technologists.

187. **Nurse Anesthetists in Veterans Administration Hospitals** (VA Pamphlet 10-102), 1974, 4 pp., (8" x 10").

Majors in nursing and students in schools of anesthesia. Describes nationwide employment opportunities for professional anesthesia personnel. Includes information about anesthesia in the VA and development opportunities for professional anesthesia personnel.

188. **Nurse Careers—in VA Hospitals** (VA Pamphlet 10-54), 1973, 20 pp., (8" x 10").

Majors in nursing. Positions located nationwide. Describes employment opportunities for professional nurses in VA Hospitals and Clinics. Includes detailed information about specific VA Hospitals and Clinics, research opportunities, educational programs, and professional environment.

189. **Nursing Opportunities in the Veterans Administration—"Changing Dimensions"** (VA Pamphlet 10-30), 1971, 16 pp., (12" x 10").

Majors in nursing. Describes employment opportunities for professional nurses in VA. Includes information about types of hospitals and clinics, research opportunities, educational programs, and professional environment.

190. **Pharmacists in Veterans Administration Hospitals and Clinics** (VA Pamphlet 10-62), 1971, 4 pp., (8" x 10").

Majors in pharmacy. Positions located nationwide. Describes employment opportunities for pharmacists, including pharmacy residents and interns.

191. **Physicians in Adjudicative Medicine** (VA Pamphlet 05-46), 1970, 6 pp., (4" x 8").

Majors in medicine or osteopathy. Positions located nationwide in VA Regional (benefits) Offices. Describes opportunities for physicians (most specialties) and the physicians' role of applying medical experience, knowledge, and judgement as it relates to the degree of a veteran's disability.

192. **Physicians in the Department of Medicine and Surgery** (VA Pamphlet 10-35), 1969, 16 pp., (8" x 10").

Majors in medicine. Describes opportunities for physicians (most specialties) in VA Hospitals and Clinics nationwide. Includes information about VA mission, professional environment, medical research and education, professional affiliation and publications, residencies, equipment, work locations, etc.

193. **Psychologist, Professional Opportunities in the Veterans Administration** (VA Pamphlet 05-44), 1974, 4 pp., (8" x 10").

Majors in clinical and counseling psychology. Positions located nationwide in VA Hospitals and Regional (benefits) Offices. Ph.D. required for most positions. Contains information about VA's variety of medical settings and comprehensive psychology program in areas of services, research, teaching, administration, and consultation. Discusses VA's training program for graduate students.

194. **Social Work in the Veterans Administration** (VA Pamphlet 10-56), 1970, 12 pp., (8" x 10").

Majors in social work (with master's degree). Describes employment opportunities for clinical social workers in VA Hospitals and Clinics nationwide. Includes information about casework, supervision, research and administration in medical and psychiatric social work. Also discusses paid field instruction for graduate students, and social work associate positions for those at the bachelor's degree level.

195. **Therapists, Rehabilitation—in the Veterans Administration** (VA Pamphlet 10-106), 1969, 16 pp., (8" x 10").

Majors in correctional, occupational, or physical therapy, industrial arts, recreation, or physical education. Positions located in VA Hospitals nationwide. Contains information about duties in various areas of therapy, administration, education, and research. Describes VA's undergraduate university-affiliated training program and basic qualifications.

b. va administrative positions

196. **Administrative Careers in the Veterans Administration.** (VA Pamphlet 05-50), 1975, 16 pp., (8" x 10").

All college majors. Positions located nationwide. Describes duties and training opportunities for various administrative specialists in fields such as supply, personnel, management analysis, building management, medical administration, fiscal management, loan guaranty, veterans benefits counseling, claims examining, and cemetery administration. (Most of these positions require eligibility in the Professional and Administrative Career Examination.)

197. **Cafeteria and Retail Management Careers in VA Hospital Canteens** (VA Pamphlet 10-81), 1973, 8 pp., (8" x 10").

Majors in marketing or business administration. Describes employment opportunities, including traineeships as canteen officers in VA Hospitals. Includes information about the VA Canteen Service, work locations, and qualifications required.

198. **Data Processing in the Veterans Administration** (VA Pamphlet 30-1), 1970, 12 pp., (8" x 10").

All college majors. Positions located nationwide. Describes employment opportunities, including traineeships for programmers, systems analysts, computer operators, and computer technicians.

199. **Voluntary Service Officers, Careers for—**(VA Pamphlet IB 10-4), 1973, 4 pp., (8" x 10").

For majors in recreation, public relations, physical education, education, psychology, social work, or hospital administration. Positions located in VA Hospitals nationwide. Describes employment opportunities, including traineeships, and includes information on the Volunteer program in the Veterans Administration.

200. **Women, Careers for—in the Veterans Administration** (VA Pamphlet 05-54), 1973, 18 pp., (9" x 11").

This pamphlet supplements pamphlets for individual professional, sub-professional, and administrative occupations. It covers the wide range of job opportunities for women provided by the VA. VA's climate of emphatic equality which has lead to the utilization of women in a wide range of activities including those of high responsibility and status, and the unique way in which VA's mission meets the criteria of those seeking careers helping people. Positions are located nationwide.

vista

201. **VISTA: Questions and Answers,** 8 pp. (9" x 4"), write to: Vista, Washington, D.C. 20506.

All college majors. Positions located nationwide. General information about Vista as a corps of volunteers concerned with eradication of poverty within the United States. Pro-

vides answers to questions most frequently asked by people considering joining VISTA.

202. **VISTA Business,** 6 pp. (8" x 9½").

Majors or experience in business (including MBA). Positions located nationwide. Describes opportunities for those with education or experience in business as VISTA volunteers.

203. **VISTA Lawyers,** 6 pp. (8" x 9½"), write to: Same address as above.

Majors in law. Describes experience of VISTA volunteers who work as lawyers.

204. **VISTA Architects and Planners,** 6 pp. (8" x 10½"), write to: Same address as above.

Majors in architecture and planning. Positions located nationwide. Describes work and opportunities for VISTA volunteers in architecture and planning.

205. **VISTA Serves,** 2 pp. (3½" x 9"), write to: Same address as above.

General description of work of VISTA.

federal job system

The Professional Administrative Career Examination is the primary avenue of entry into developmental positions which do not, in most cases, require a degree in any particular specialty. For persons having a college education or equivalent experience, the Professional Administrative Career Examination offers an opportunity for employment with most agencies throughout the country. A large majority of the positions filled are in the occupations listed below. For information about methods of becoming eligible for consideration, obtain a copy of the Announcement from the college placement office or any of the Federal Job Information Centers listed on pages 29-33.

Career fields and positions covered by the Professional Administrative Career Examination include:

Adjudicating
Administrative Officer
Appraising and Assessing
Agricultural and Fisheries Marketing Reporter
Agricultural Marketing
Agricultural Program Specialist
Alcohol, Tobacco, and Firearms Inspection
Archeology
Archivist
Bond Sales Promotion
Budgeting and Accounting
Budget Administration
Building Management
Cargo Scheduling
Civil Service Retirement Claims Examining
Communications Management
Communications Specialist
Community Planning
Computer Specialist (Trainee)
Contact Representative
Contract and Procurement
Contractor Industrial Relations
Criminal Investigation
Crop Insurance Administration
Customs Inspection
Customs Marine Officer
Digital Computer Systems Administration
Economist
Education Research and Program Specialist
Employee Development Specialist
Facilities Management
Financial Analysis
Financial Institution Examining
Food Assistance Program Specialist
Foreign Affairs
General Accounting Clerical and Administrative
General Arts and Information
General Anthropology
General Business and Industry
General Claims Examining
General Clerical and Administration
General Education and Training
General Investigation
General Transportation
Geography
Highway Safety Management
History
Hospital Housekeeping Management
Housing Management
Immigration Inspection
Import Specialist
Industrial Property Management
Industrial Specialist
Insurance Examining
Intelligence
Internal Revenue Officer

International Relations
Labor Management and Employee Relations
Labor Management Relations Examining
Land Law Examining
Legal Assistance
Legal Clerical and Administration
Librarian
Loan Specialist
Logistics Management
Management Analysis
Manpower Development
Manpower Research and Analysis
Museum Curator
Occupational Analysis
Outdoor Recreation Planner
Park Management
Passport and Visa Examining
Personnel Management
Personnel Staffing
Position Classification
Printing Management
Production Control Specialist
Program Analysis
Property Disposal
Psychology
Public Health Inspection
Public Health Program Specialist
Public Information
Public Utility Specialist
Quality Assurance Specialist
Realty
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Salary and Wage Administration
Security Administration
Social Insurance Administration
Social Insurance Claims Examiner
Social Science
Social Services
Sociology
Supply Group
Tax Law Specialist
Tax Technician
Technical Information Services
Technical Writing and Editing
Trade Specialist
Traffic Management
Transport Operations
Transportation Industry Analysis
Transportation Loss and Damage Claims Examining
Unemployment Compensation Claims Examining
Unemployment Insurance
Veterans Claims Examining
Vocational Rehabilitation Counselors
Wage and Compliance Specialist
Wage and Hour Law Administration
Workmen's Compensation Claims Examining
Writing and Editing

If your major is in a specialty listed below and you are interested in a developmental position offering excellent opportunity for advancement, you should apply under the specialized announcement rather than the Professional Administrative Career Examination. Applicants with the appropriate education or experience should obtain copies of the Announcement and appropriate forms for filing from the college placement office or any of the Federal Job Information Centers listed on pages 29-33.

Positions covered by specialized announcements (most do not require a written test) include:

Accountant
Aerospace Technologist
Air Traffic Control Specialist
Animal Husbandman
Architect
Astronomer
Attorney
Bacteriologist
Biologist
Border Patrol Agent
Cartographer
Chemist
Correctional Officer
Dietician
Deputy U.S. Marshal
Education Officer
Engineer
Entomologist
Equipment Specialist
Estate Tax Examiner
Forester
Geodesist
Geophysicist
Hospital Administrator
Hydrologist
Illustrator
Internal Revenue Agent
Landscape Architect
Librarian
Manual Arts Therapist
Mathematician
Medical Record Librarian
Metallurgist
Meteorologist
Microbiologist
Nurse
Oceanographer
Occupational Therapist
Patent Examiner
Pharmacist
Physicist
Plant Pest Control Inspector
Plant Scientist
Prison Administrative Worker
Range Conservationist
Refuge Manager
Social Worker
Soil Conservationist
Special Agent
Speech Pathologist and Audiologist
Teacher
Therapist
Urban Planner
Veterinarian

index by college majors

Below is an alphabetical index of major fields of study. Under each heading are listed the numbers corresponding to those publications which are particularly appropriate for that college major or a pertinent specialization within the major.

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U.S. CIVIL SERVICE COMMISSION

list of federal job information centers

. . . . addresses and telephone numbers

The Civil Service Commission offers Federal employment information through a nationwide network of Federal job information centers. For an answer to your question(s) about Federal employment call . . . visit . . . or write the information center located in your city. If you are located outside the local dialing area, you can dial a toll-free "800-number" when one is listed for the State in which you are dialing. As with other long-distance calls, the operator may ask for your number. The telephone company does this to make sure you are not charged.

The Civil Service Commission invites you to call and talk with our information specialist before writing a letter or filling out an application. Information specialists can mail you appropriate job announcements, application forms, and pamphlets. A call can save you valuable time and unnecessary effort.

Federal job information centers are open to serve you Monday through Friday, except on holidays. The best time for calling is usually between 9 and 11 o'clock in the morning and between 2 and 4 o'clock in the afternoon.

Some Job Information Centers provide information regarding jobs with other governmental jurisdictions (city, county, state). These Intergovernmental Job Information Centers are identified by an asterisk (*).

ALABAMA

Anniston: In local area call (205) 238-3864. Building 143-B, Fort McClellan; 36201.

Birmingham: In local area call (205) 325-3601. 15 South 20th Street, Daniels Bldg.; 35203

Huntsville: In local area call (205) 453-5070. Southerland Bldg., 806 Governors Dr. SW.; 35801.

***Mobile:** In local area call (205) 690-2118. First National Bldg.; 107 St. Francis St.; 36602.

Montgomery: In local area call (205) 265-5611, ext. 321. 28 South Court Street; 36104.

In other N. Alabama locations dial 1-800-572-2982.

In other S. Alabama locations dial 1-800-672-3075.

ALASKA

Anchorage: In local area call (907) 265-5311, ext. 751. Hill Bldg.; 617 G St.; 99501.

Fairbanks: In local area call (907) 452-1951. Rampart Bldg., Suite 7; 529 Fifth Ave.; 99701.

Juneau: In local area call (907) 586-7136. U.S. Court House; P.O., 709 W. Ninth St.; 99801.

In other Alaska locations dial the long-distance operator and ask for Zenith 1600. (Toll-Free)

ARIZONA

Phoenix: In local area call (602) 261-4736. 522 N. Central Ave.; 85004.

Tucson: In local area call (602) 792-6011. 301 W. Congress, Room M-1; 85702.

In other Arizona locations dial 1-800-352-4037.

ARKANSAS

Little Rock: In local area call (501) 378-5842. Federal Bldg., Rm. 1319; 700 W. Capitol Ave.; 72201.

In other Arkansas locations dial *-800-482-9300.

CALIFORNIA

Fresno: In local area call (209) 487-5062. Federal Bldg.; Rm. 2011; 1130 "O" St.; 93721.

Long Beach: In local area call (213) 591-2331. 1340 Pine Ave.; 90813.

Los Angeles: In local area call (213) 688-3360. Eastern Columbia Bldg.; 851 S. Broadway; 90014.

Oakland: In local area call (415) 273-7211. 1515 Clay Street; 94612.

Sacramento: In local area call (916) 449-3441. Federal Bldg.; 650 Capitol Mall; 95814.

San Bernardino: In local area call (714) 383-5783, ext. 395; 380 W. Court St.; 92401.

San Diego: In local area call (714) 293-6165. 110 West C St.; Suite 2100; 92101.

Santa Ana: In local area call (714) 836-2586. 200 E. 7th St.; 92702.

San Jose: In local area call (408) 275-7458. 105 N. 1st St., Rm. 217; 95113.

Van Nuys: In local area call (213) 787-0211, ext. 458. 7433 Van Nuys Blvd.; 91405.

San Francisco: In local area call (415) 556-6667. Federal Bldg., Rm. 1001; 450 Golden Gate Ave.; 94102.

*Refer to long-distance dialing instructions in your local phone book.

Santa Maria: In local area call (805) 925-9719. Post Office Bldg., Rm. 202; 120 W. Cypress St.; 93454.

In other California locations within Alpine, Amador, Butte, Calvareras, Colusa, Del Norte, El Dorado, Fresno, Glenn, Humbolut, Kings, Lake, Lassen, Madera, Mariposa, Mendocino, Merced, Modoc, Nevada, Placer, Plumas, Sacramento, San Joaquin, Shasta, Sierra, Siskiyou, Stanislaus, Sutter, Tehama, Trinity, Tulare, Tuolumne, Yolo or Yuba Counties, and in Rio Cista, dial 1-800-952-5320.

In other California locations within Alameda, Contra Costa, Marin, Monterey, Napa, San Benito, San Mateo, Santa Clara, Santa Cruz, Solano and Sonoma Counties dial 1-800-652-1130.

In other California locations within Kern, Los Angeles, San luis Obispo, Santa Barbara and Ventura Counties dial 1-800-372-6590.

In other California locations within Inyo, Mono, Riverside and San Bernardino Counties dial 1-800-472-5691.

In other locations within San Diego and Imperial Counties, dial 1-800-522-1063.

COLORADO

Colorado Springs: In local area call (303) 633-0384. Cascade Sq., Suite 108; 228 N. Cascade Ave.; 80902.

***Denver:** In local area call (303) 837-3506. Post Office Bldg., Rm. 203; 1823 Stout St.; 80202.

In other Colorado locations dial 1-800-332-3310.

CONNECTICUT

Hartford: In local area call (203) 244-3096. Federal Bldg., Rm. 717; 450 Main St.; 06103.

In other Connecticut locations dial 1-800-842-7322.

DELAWARE

***Wilmington:** In local area call (302) 571-6288. Federal Bldg., 844 King Street, 19801.

In other Delaware locations dial 1-800-292-9560.

DISTRICT OF COLUMBIA

Metro Area: In local area dial (202) 737-9616. U.S. Civil Service Commission, Rm. 1416; 1900 E St. N.W.; 20415.

FLORIDA

***Jacksonville:** In local area call (904) 396-0508. 2747 Art Museum Dr., Suite 2; 32207.

Miami: In local area call (305) 350-4724. 909 Brickell Plaza, Suite 400; 33131.

***Orlando:** In local area call (904) 894-3771. 3101 Maguire Blvd.; 32803.

***Pensacola:** In local area call (904) 434-0109. 50 East Garden St.; 32501.

***Tampa:** In local area call (813) 229-7138. Barnett Bank Office Bldg., Suite 407; 1000 N. Ashley St.; 33602.

In other locations west of the Apalachicola River dial 1-800-633-3023.

In other locations east of the Apalachicola River dial 1-800-432-0263.

GEORGIA

Atlanta: In local area call (404) 526-4315. Federal Bldg.; 275 Peachtree St. NE; 30303.

In other northern Georgia locations dial 1-800-282-1670.

Macon: In local area call (912) 742-2161, ext. 2401. Federal Bldg.; 451 College St.; 31201.

In other southern Georgia locations dial 1-800-342-9643.

HAWAII

Honolulu (and island of Oahu): Call (808) 546-8600. 1000 Bishop St.; Suite 1500; 96813.

From other Hawaiian Islands dial the operator and ask for "Enterprise" 8052 (Toll-Free).

IDAHO

Boise: In local area call (208) 342-7211, ext. 2427 Federal Bldg., U.S. Courthouse, Rm. 663; 550 W. Fort St.; 83702.

In other Idaho locations dial *-800-632-5916.

ILLINOIS

Chicago: In local area call (312) 353-5136. Dirksen Bldg., Rm. 1322; 219 S. Dearborn St.; 60604.

Rock Island: In local area call (309) 788-6396. 208-18th St.; 61201.

Waukegan: In local area call (312) 336-2770. 2504 Washington St., Suite 200; 60085.

In St. Clair & Madison Counties; if calling from Alton, Collinsville, Edwardsville or Wood River, dial Operator and ask for "Enterprise" 1192.
If calling from Belleville, East St. Louis, Edgemont, Freeburg, Granite City, Lebanon, New Athens or O'Fallon, dial Operator and ask for "Enterprise" 41192.

In other Illinois locations dial *-800-972-8388.

INDIANA

Indianapolis: In local area call (317) 269-7161. 46 E. Ohio St. 46402.

In other Indiana locations dial *-800-382-1030.

IOWA

Des Moines: In local area call (515) 284-4546. 191 Federal Bldg., 210 Walnut Street; 50309.

In other Iowa locations dial 1-800-362-2066.

KANSAS

Wichita: In local area call (316) 267-6311, ext. 106. One-Twenty Bldg., Rm. 101; 120 S. Market St.; 67202.

In Leavenworth County, dial Operator and ask for 30113.

In other Kansas locations dial 1-800-362-..2693.

*Refer to long-distance dialing instructions in your local phone book.

KENTUCKY

Lexington: In local area call (606) 254-2775. Concord Building; 1460 Newton Pike; 40505.

Louisville: In local area call (502) 582-5130. Federal Bldg., Rm. 167; 600 Federal Pl.; 40202.

In other Kentucky locations dial 1-800-292-4585.

LOUISIANA

New Orleans: In local area call (504) 527-2764. Federal Bldg. South; 600 South St.; 70130.

In other Louisiana locations dial 1-800-362-6811.

MAINE

Augusta: In local area call (207) 622-6171, ext. 269. Federal Bldg., Rm. 611; Sewall St. & Western Ave.; 04330.

In other Maine locations dial 1-800-452-8732.

MARYLAND

Baltimore: In local area call (301) 962-3822. Federal Bldg; Lombard St. & Hopkins Pl.; 21201.

D.C. Metro Area: In local area call (202) 737-9616. U.S. Civil Service Commission, Rm. 1416; 1900 E St.; 20415.

In other Maryland locations dial 1-800-492-9515.

MASSACHUSETTS

Boston: In local area call (617) 223-2571. J. W. McCormack Post Office & Courthouse, Rm. 1004; 02109.

Springfield: In local area call (413) 781-2420, ext. 308. 436 Dwight St., Rm. 201; 01103.

In other Massachusetts locations dial 1-800-882-1621.

MICHIGAN

Detroit: In local area call (313) 226-6950. Lafayette Bldg., Lobby; 144 W. Lafayette St.; 48226.

In other Michigan locations dial *-800-572-8242.

MINNESOTA

Twin Cities: In local area call (612) 725-3355. Federal Bldg., Rm. 196; Ft. Snelling; Twin Cities; 55111.

In other Minnesota locations dial 1-800-552-1244.

MISSISSIPPI

Jackson: In local area call (601) 969-4585. 802 N. State St.; 39201.

In other Mississippi locations dial 1-800-222-8090.

MISSOURI

Kansas City: In local area call (816) 374-5702. Federal Bldg., Rm. 129; 601 E. 12th St.; 64106.

In other western Missouri locations dial 1-800-892-7650.

St. Louis: In local area call (314) 425-4285. Federal Bldg., Rm. 1712; 1520 Market St.; 63103.

In St. Clair & Madison Counties, Illinois:
If calling from Alton, Collinsville, Edwardsville or Wood River, dial Operator and ask for "Enterprise" 1192.
If calling from Belleville, East St. Louis, Edgemont, Freeburg, Granite City, Lebanon, New Athens or O'Fallon, dial Operator and ask for "Enterprise" 41192.

In other eastern Missouri locations dial 1-800-392-3711.

MONTANA

Helena: In local area call (406) 442-9040, ext. 3388. IBM Bldg., 130 Neil Ave.; 59601.

In other Montana locations dial *-800-332-3410.

NEBRASKA

Omaha: In local area call (402) 221-3815. U.S. Courthouse and Post Office Bldg., Rm. 1014; 215 N. 17th St.; 68102.

In other Nebraska locations dial 1-800-642-9303.

NEVADA

Las Vegas: In local area call (702) 385-6345. Federal Bldg., 300 Las Vegas Blvd. S.; 89101.

***Reno:** In local area call (702) 784-5535. Main Post Office, Rm. 238; 89505.

In other Nevada locations dial *-800-992-3080.

NEW HAMPSHIRE

Portsmouth: In local area call (603) 436-7720, ext. 762. Federal Bldg., Rm. 104; Daniel & Penhallow Sts.; 03801.

In other New Hampshire locations dial 1-800-582-7220.

NEW JERSEY

Newark: In local area call (201) 645-3673. Federal Bldg.; 970 Broad St.; 07102.

Paterson: In local area call (201) 278-9500 ext. 320. U.S. Post Office, 194 Ward St.; 07501.

***Trenton:** In local area call (609) 599-3511 ext. 468 or 469. Broad St. Bank Bldg. 11 So. Montgomery St. 08608.

In Camden County dial 541-0400.

In other New Jersey locations dial 800-242-5870.

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*Refer to long-distance dialing instructions in your local phone book.

NEW MEXICO

Albuquerque: In local area call (505) 766-2557. Federal Bldg.; 421 Gold Ave. SW.; 87101.

In Dona Ana and Otero Counties dial 1-800-351-1013.

In other New Mexico locations dial *-800-432-6837.

NEW YORK

Albany: In local area call (518) 472-3313 or 3314. U.S. Post Office & Federal Office Bldg., Rm. 307; 12207.

Bronx: In local area call (212) 292-4666. 590 Grand Concourse; 10451.

Brooklyn: In local area call (212) 596-5005 or 6434. 271 Cadman Plaza East; 11201.

Buffalo: In local area call (716) 842-2834. 111 W. Huron St., Rm. 35; 14202.

***Hempstead:** In local area call (516) 483-2664. 175 Fulton Ave., Rm. 402; 11550.

***Jamaica:** In local area call (212) 526-6192. Title Guarantee Co. Bldg.; 90-04-161st., Rm. 200; 11432.

New York City: In local area call (212) 264-0422. Federal Bldg.; 26 Federal Plaza; 10007.

Syracuse: In local area call (315) 473-5660. O'Donald Bldg.; 301 Erie Blvd. W.; 13202.

***White Plains:** In local area call (914) 761-1400. Rm. 601; 200 Mamaroneck Ave.

In upstate New York locations dial *-800-962-1470.

In downtown New York counties of Suffolk, Dutchess, Rockland, Orange, Putnam and N. Westchester dial 800-522-7407; in the counties of Nassau and S. Westchester dial (212) 264-0422.

NORTH CAROLINA

Raleigh: In local area call (919) 755-4361. Federal Bldg.; 310 New Bern Ave.; P.O. Box 25069; 27611.

In other North Carolina locations dial 1-800-662-7720.

NORTH DAKOTA

Fargo: In local area call (701) 237-5771, ext. 363. Federal Bldg., Rm. 202; 657 Second Ave. N.; 58102.

In other North Dakota locations dial *-800-342-4781.

OHIO

Cincinnati: In local area call (513) 684-2351. Federal Bldg., Rm. 10503; 550 Main St.; 45202.

Cleveland: In local area call (216) 522-4232. Federal Bldg., 1240 Ninth St.; 44199.

In other northern Ohio locations dial 1-800-362-2910.

Columbus: In local area call (614) 469-5640. Federal Bldg., Rm. 118; 85 Marconi Blvd.; 43215.

Dayton: In local area call (513) 461-4830, ext. 5540. Grant-Deneau Bldg., Rm. 610; 40 W. Fourth St.; 45402.

In other southern Ohio locations dial *-800-762-2435.

OKLAHOMA

Oklahoma City: In local area call (405) 231-4948. 210 NW Sixth St.; 73102.

In other Oklahoma locations dial 1-800-522-3781.

OREGON

Portland: In local area call (503) 221-3141. Multnomah Bldg., Lobby; 319 SW Pine St.; 97204.

In other Oregon locations dial *-800-452-4910.

PENNSYLVANIA

***Harrisburg:** In local area call (717) 782-4494. Federal Bldg., Rm. 168; 17108.

Philadelphia: In local area call (215) 597-7440. William J. Green, Jr. Federal Bldg., 600 Arch St.; 19106.

Pittsburgh: In local area call (412) 644-2755. Federal Bldg.; 1000 Liberty Ave.; 15222.

Wilkes-Barre: In local area call: (717) 825-6811 ext. 580. Veterans Administration Bldg., Rm. 102; 19 N. Main St.; 18701.

In other eastern Pennsylvania locations dial 1-800-462-4050.

In other central and western Pennsylvania locations dial 1-800-242-0588.

PUERTO RICO

San Juan: The local number is (809) 763-6363, ext. 209. Pan Am Bldg.; 255 Ponce de Leon Ave.; Hato Rey, P.R. 00917.

Toll-free telephone service is not available from other locations.

RHODE ISLAND

Providence: The local number is (401) 528-4447. Federal and Post Office Bldg., Rm. 310; Kennedy Plaza; 02903.

In other Rhode Island locations dial 211 and ask the long-distance operator to place a collect call to the Providence Area Office, U.S. Civil Service Commission, at the above number. You will not be charged.

SOUTH CAROLINA

Charleston: In local area call (803) 577-4171, ext. 328. Federal Bldg., 334 Meeting St.; 29403.

Columbia: In local area call (803) 765-5387. 1802 Sumter St.; 29201.

In other South Carolina locations dial 1-800-922-3790.

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*Refer to long-distance dialing instructions in your local phone book.

SOUTH DAKOTA

Rapid City: In local area call (605) 348-2221.Rm. 201, Federal Bldg., U.S. Court House, 515 9th St.; 57701.

TENNESSEE

***Memphis:** In local area call (901) 534-3956. Federal Bldg.; 167 N. Main St.; 38103.

In other Tennessee locations dial 1-800-582-6291.

TEXAS

Austin: In local area dial (512) 397-5380. 300 E. 8th St., Rm. 566; 78701.

Corpus Christi: In local area call (512) 883-5511, ext. 362. Downtown Postal Station, Rm. 105; 701 N. Upper Broadway; 78401.

Dallas: In local area call (214) 749-3156. Rm. 1C42; 1100 Commerce St.; 75202.

In other northern Texas locations dial 1-800-492-4400.

El Paso: In local area call (915) 543-7425, ext. 5388. National Bank Bldg.; 411 N. Stanton St.; 79901.

In other western Texas locations dial *-800-592-7000.

Fort Worth: In local area call (800)-492-4400. 819 Taylor St.; 76102.

In Dona Ana and Otero Counties, New Mexico dial 1-800-351-1031.

Harlingen: In local area call (512)' 425-6555. 320 Matz Bldg.; 513 E. Jackson St.; 78701.

Houston: In local area call (713) 226-5501. 702 Caroline St.; 77002.

In other Gulf Coast Texas locations dial 1-800-392-4970.

San Antonio: In local area call (512) 225-5511, ext. 4343. 643 East Durango Blvd; 78205.

In other South Central Texas locations dial 1-800-292-5611.

UTAH

Ogden: In local area call (801) 399-6854. Federal Bldg., Rm. 1407; 324 25th St.; 84401.

Salt Lake City: In local area call (801) 524-5744. Federal Bldg. Annex; 135 S. State St.; 84111.

In other Utah locations dial 1-800-662-5355.

VERMONT

Burlington: In local area call (802) 862-6501, ext. 259. Federal Bldg., Rm. 317; Elmwood Ave. & Pearl St.; 05401.

In other Vermont locations dial 1-800-642-3120.

VIRGINIA

Norfolk: In local area call (804) 625-6515. 415 St. Pauls Blvd.; 23510.

***Richmond:** In local area call (804) 782-2732. Federal Bldg.; 400 N. Eighth St.; 23240.

D.C. Metro. Area: In local area call (202) 737-9616. U.S. Civil Service Commission, Rm. 1416; 1900 E. St. NW.; 20415.

In other Virginia locations dial 1-800-582-8171.

WASHINGTON

Seattle: In local area call (206) 442-4365 or 442-4366. Federal Office Bldg.; 915 Second Ave. 98174.

In local area call (206) 464-6964. 2304 E. Madison St.; 98102.

Spokane: In local area call (509) 456-2536. U.S. Post Office, Rm. 200; 904 Riverside, 99210.

Tacoma: In local area call (206) 593-6540. Washington Bldg., Rm. 610; 1019 Pacific Ave.; 98402.

Vancouver: The local number is 693-0541.
In other Washington locations dial *-800-552-0714.
In SW Washington locations dial *-800-642-9027.

WEST VIRGINIA

***Charleston:** In local area call (304) 343-6181, ext. 226. Federal Bldg.; 500 Quarrier St.; 25301.

In other West Virginia locations dial *-800-642-9027.

WISCONSIN

***Madison:** In local area call (608) 252-5240. 1 West Wilson St., Room 244; 53703.

Milwaukee: In local area call (414) 224-3761. Plankinton Bldg., Rm. 205; 161 W. Wisconsin Ave.; 53203.

In other Wisconsin locations dial *-800-242-9191.

WYOMING

Cheyenne: In local area call (307) 778-2220, ext. 2108. Teton Bldg., Rm. 108; 1805 Capitol Ave.; 82001.

In other Wyoming locations dial 1-800-442-2766.

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regional recruiting and college relations officers

ATLANTA REGION
U.S. Civil Service Commission
1340 Spring Street, N.W.
Atlanta, Georgia 30309
Phone: (404) 285-2429

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U.S. Civil Service Commission
John W. McCormack P.O. & Courthouse
Boston, Massachusetts 02109
Phone: (617) 223-2568

CHICAGO REGION
U.S. Civil Service Commission
453 West Van Buren Street
Chicago, Illinois 60607
Phone: (312) 353-2916

DALLAS REGION
U.S. Civil Service Commission
1100 Commerce Street
Dallas, Texas 75202
Phone: (214) 749-3417

DENVER REGION
U.S. Civil Service Commission
Building 20
Denver Federal Center
Denver, Colorado 80225
Phone: (303) 234-2084

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New Federal Building
26 Federal Plaza
New York, New York 10007
Phone: (212) 264-9370

PHILADELPHIA REGION
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William J. Green, Jr. Federal Building
600 Arch Street
Philadelphia, Pennsylvania 19106
Phone: (215) 597-4407

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U.S. Civil Service Commission
1256 Federal Building
1520 Market Street
St. Louis, Missouri 63103
Phone: (314) 276-5866

SAN FRANCISCO REGION
U.S. Civil Service Commission
Box 36010
450 Golden Gate Avenue
San Francisco, California 94102
Phone: (415) 556-5747

SEATTLE REGION
U.S. Civil Service Commission
Federal Building
26th Floor
915 Second Avenue
Seattle, Washington 98174
Phone: (206) 399-7449

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